

Chapter 2 - MILITARY DECORATIONS

Section 1 - GENERAL

210. DEFINITION. A military decoration is an award bestowed on an individual for a specific act or acts of gallantry or meritorious service.

211. ENGRAVING AT GOVERNMENT EXPENSE

1. The Medal of Honor will be engraved for all recipients with grade, name, branch of service and the words, "For action above and beyond the call of duty in (area) on (date)."

2. Other military decorations are not engraved due to the fact that a number of personal decorations cannot be engraved due to the limited space available.

212. INCREASE IN RETAINER PAY FOR EXTRAORDINARY HEROISM. Title 10 U.S. Code, Section 6330 provides that each enlisted member transferred to the Fleet Reserve or Fleet Marine Corps Reserve who has been credited by SECNAV with extraordinary heroism (EH) in the line of duty is entitled to an increase of 10 percent in retainer pay not to exceed 75 percent. Additionally, 10 U.S.C. 6330 states that the determination of extraordinary heroism by SECNAV is final and conclusive for all purposes. All awards for heroism with the complete justification packages are forwarded to NDBDM after approval for EH determination.

Section 2 - ADMINISTRATIVE PROCEDURES

220. PREPARATION OF RECOMMENDATIONS

1. Initiation. A recommendation for an award may be submitted by any commissioned officer, senior to the individual being recommended, having knowledge of any act, achievement or service which may warrant such award. A recommendation originated by other than the commanding officer of the individual concerned must be forwarded to the commanding officer for endorsement.

2. Timeliness

a. A timely recommendation is essential to a successful awards system. A recommendation must be submitted as soon as possible following the act, achievement or service upon which it is based. However, all recommendations must be appropriately justified and sufficiently detailed to allow proper evaluation and decision.

b. Submit recommendations for meritorious service when an individual's detachment is anticipated. When a reporting senior is being detached and feels that the service of a subordinate merits recognition, a recommendation form (OPNAV 1650/3) for the observed period should be completed and be retained within the command, pending detachment of the individual. If at that time the current reporting senior feels the latter portion of the individual's tour merits recognition, the recommendation should be combined with the earlier one; if not, the recommendation of the predecessor should be forwarded for consideration on its own merits by the awarding authority empowered to approve the award.

c. Process recommendations for an award for meritorious service terminating with retirement or separation so that presentation may be made at the individual's current duty station. Other meritorious awards may be processed for presentation at the individual's new duty station. A minimum of 3 months from date of mailing by originator should be allowed for administrative processing of award recommendations.

d. Appendix A to this chapter lists the time limits for the submission/awarding of military decorations.

3. Preparation

a. Format. Prepare recommendations for personal decorations on the Personal Award Recommendation Form (OPNAV 1650/3). Guidance for completing this form is contained in appendix B to this chapter. When additional space is required, add sheets of standard size paper, however, use continuation pages sparingly. Use a separate form for each award being recommended. Marine Corps units will use the electronic awards

submission system to prepare, forward and record all awards. This system provides the originator and award authority with all references and forms. Note: All awards for the same act are forwarded together to the highest award level for final approval.

b. Summary of Action. Since each award recommendation is evaluated on the merits of the justification, this part of the recommendation is required in all cases except Navy command-awarded Navy and Marine Corps Achievement Medals; Marine Corps requires all the specific achievement award to have a short, bullet-format summary. Avoid generalities and excessive use of superlatives. Present an objective summary giving specific examples of the performance and manner of accomplishing it, together with the results and benefits derived. The amount of detail and supporting documentation required will depend upon the circumstances and the nature of the award being recommended, but, in general, a single page will suffice.

c. Citation. A proposed citation, which is a condensation of the summary of action, must accompany the recommendation. The proposed citation shall be prepared in double space, upper and lower case type and without the use of acronyms. Although a citation is laudatory and formalized, it must be factual and contain no classified information. Non-combat citations are limited to 22 typewritten lines, 7 ½ lines for NC and NA awards; in no case should citations exceed one typewritten page. A citation consists of three parts:

(1) Opening Sentence. The citation begins with a standard phrase describing the degree of meritorious or heroic service as specified for each award, duty assignment of the individual, inclusive dates of service on which the recommendation is based, and if desired, a description of operations of the unit to which the individual is attached. The following opening phrases for specific decorations are exclusive to the respective award and not used in others:

Medal of Honor: "For conspicuous gallantry and intrepidity at the risk of his/her life above and beyond the call of duty..."

Navy Cross: "For extraordinary heroism..."

Distinguished Service Medal: "For exceptionally meritorious service to the Government of the United States in a duty of great responsibility..."

Silver Star: "For conspicuous gallantry and intrepidity in action..."

Legion of Merit: "For exceptionally meritorious conduct in the performance of outstanding service..."

Distinguished Flying Cross: "For heroism (or extraordinary achievement) while participating in aerial flight..."

Navy and Marine Corps Medal: "For heroism..."

Bronze Star Medal: "For heroic achievement (or meritorious achievement) (or meritorious service) (or heroic service) in connection with combat operations against the enemy (or operations involving conflict with an opposing foreign force)..."

Meritorious Service Medal: "For outstanding meritorious achievement or service..."

Air Medal: "For heroic (or meritorious) achievement in aerial flight..."

Joint Service Commendation Medal: "For meritorious service (or meritorious achievement) while serving as..."

Navy and Marine Corps Commendation Medal: "For meritorious service (or meritorious achievement) (or heroic service) (or heroic achievement) while serving as..."

Joint Service Achievement Medal: "For professional achievement in the superior performance of duties while serving as..."

Navy and Marine Corps Achievement Medal: "For professional achievement in the superior performance of his/her duties while serving as..."

(2) Statement of Heroic/Meritorious Achievement or Service. The second part of the citation identifies the recipient by name, describes specific duty assignments, his/her accomplishments and the outstanding personal attributes displayed. The description of the individual's achievements must show clearly that they were sufficient to justify the award recommended. Value of results of achievements may also be included. If duty was performed in actual combat, the citation should so state. No classified information may be included in the proposed citation.

(3) Commendatory Remarks. The third part of the citation states that the outstanding attributes, mentioned or implied in the second part, "reflected (use 'great credit' for MSM and above) credit upon him/her and were in keeping with the highest traditions of the United States Naval Service." (In the case of Marines, "of the Marine Corps and the United States Naval Service.")

(4) Combat Distinguishing Device. If approved, the citation must contain the statement... "The Combat Distinguishing Device is authorized."

(5) See Section 4 of this chapter for additional information on specific examples for citations.

221. SUBMISSION OF RECOMMENDATIONS

1. At least 3 months should be allowed for the administrative processing of award recommendations. Allow 4 months (120 days) if the recommendation is submitted through a lengthy chain of command or during the summer months.

2. Classified recommendations can be submitted, however, every effort should be made to forward an unclassified recommendation. When not possible, the highest classification which can be routinely handled is SECRET. It is a rare case when an award cannot be administratively processed without classification. If

information classified higher than SECRET is essential for proper adjudication, submit the recommendation through the chain of command to: Secretary of the Navy, Special Awards Board, 1000 Navy Pentagon, Room 5E689, Washington, DC 20350-1000.

3. In lifesaving or attempted lifesaving incidents where multiple awards are recommended, all of the recommendations will be forwarded for final action by CNO/CMC even if only one of the recommendations would normally require CNO/CMC approval. In lifesaving or attempted lifesaving incidents involving Naval Reserve (USNR-R) or Marine Corps Reserve (MCR) personnel, the individual must be either serving on "active duty" or otherwise transiting directly to or from his or her drill site to qualify. See Appendix B of this chapter for further information on lifesaving awards.

4. Recommendations may be sent by message or facsimile only in the most unusual circumstances when the importance of a timely presentation justifies special handling.

5. Address recommendations to the awarding authority having jurisdiction over the individual at the time of the act or service. Award recommendations for the Air Medal and above must be submitted via the organizational chain of command, with the first endorsement beginning no lower than Echelon 3 commanders. A list of awarding authorities is provided in appendix B to chapter 1. Provide copies of the recommendation to commanders of intermediate echelons as they may make dissenting comments when deemed appropriate to the awarding authority within 2 weeks. In the absence of such comments, concurrence shall be presumed. Do not provide "advance copies" of proposed award recommendations to the chain of command or NDBDM. (Note: An Immediate Superior in Command (ISIC) or a delegated awarding authority may require submission via a lower level chain of command; however, recommendations will not be terminated at any level below the final decision-making authority.)

222. ACTIONS BY AWARDING AUTHORITIES

1. Awarding authorities listed in appendix B to chapter 1 may take one of the following actions:

- a. Approve the award.
- b. Approve a lower award.
- c. Disapprove the award.
- d. Approve a higher award, if so empowered, or recommend a higher award to the appropriate awarding authority.
- e. Return the recommendation for further clarification or justification.

2. Recommendations for awards previously considered by an awarding authority may be reconsidered only upon presentation of new and relevant material evidence that was not available at the time the original recommendation was considered. Marine Corps procedures for reclama is addressed in MCO 1650.1 (NOTAL).

3. Extraordinary Heroism

- a. Authorization. 10 U.S.C. 6330.
- b. Policy. The awarding authority, in recommending that an award recipient be accorded the benefits of extraordinary heroism (see section 212), should compare the act(s) with other acts of heroism and believe that it stands out well above ordinary acts of heroism. An affirmative determination that extraordinary heroism was involved will be made by SECNAV at the time the award is processed. Awards approved by delegated authorities will contain a recommendation as to the eligibility of the individuals for the benefits of the additional retainer pay. NDBDM will review all awards and, in those instances in which extraordinary heroism is considered justified, will forward an affirmative recommendation to SECNAV. If approved by SECNAV, the recipient will be advised by CNO or CMC, as applicable. NDBDM will forward those cases in which extraordinary heroism is not considered justified to CNO or CMC for retention in the individual's record. If requested by an individual at the time of transfer to the Fleet/Fleet Marine Corps Reserve, NDBDM will review the awards correspondence. The following considerations are furnished to assist in making a recommendation.

(1) Individuals must have distinguished themselves above those who have already won distinction for heroism.

(2) Individuals must have performed a worthwhile act or an act that was considered worthwhile at the time. Needless and foolish risking of life, or tempting of fate is not considered worthwhile.

(3) The act must have been performed voluntarily. This requirement should not be applied so strictly that a person would be excluded from consideration, who in carrying out orders, does more on his/her own volition than could ordinarily be expected under the circumstances.

(4) Did the individual choose not to seek cover or did the individual leave a place of comparative safety to perform the act without direct orders or without being forced into the more dangerous situation by circumstances over which the individual had no control?

(5) Had the individual not performed the action cited, would there be cause for censure or blame? A person who failed to perform the duties that are expected of one of his/her rank and experience and for which he/she had been trained might be considered a candidate for censure rather than praise.

(6) The act performed by the individual must not have been motivated by a desire for self-preservation.

c. If there is no previous record for the adjudication of extraordinary heroism for decorations awarded, adjudication will be made when the individual applies for transfer to the Fleet or Fleet Marine Corps Reserve.

d. Action. The following procedures are effective for the determination of extraordinary heroism benefits:

(1) Commanders possessing delegated award authority. Review all heroic awards approved and provide recommendations whether or not the individual qualifies for extraordinary heroism within the criteria contained in this section.

(2) Chief of Naval Personnel (CHNAVPERS) and CMC

(a) When an individual applies for transfer to the Fleet or Fleet Marine Corps Reserve, forward correspondence concerning any act of heroism to CHNAVPERS (PERS-274) for Navy personnel and to CMC (MMSR-2) for Marine personnel. Provide all supporting information including copies of award citation, award recommendation (OPNAV 1650/3), witness statements and other documentation as appropriate.

(b) At the time of application for transfer, advise the applicant that the award correspondence for heroism will be reviewed, although previously adjudicated, if he/she so requests, and if requested, forward the pertinent correspondence as described above.

(c) Provide notification to personnel whose acts of heroism have been affirmatively determined by SECNAV as qualifying for the additional retainer pay.

4. Award Elements. Once the award has been approved, issue the following award elements:

a. Medal, if this is the first award for a living recipient or if the award is being made posthumously.

b. Gold or Silver Star, if award is a subsequent award of a medal.

c. Citation and certificate, or the citation-certificate in the case of specific awards.

d. Presentation folder.

5. Administrative Requirements. The awarding authority shall:

a. Advise the recommending command of the action taken either by copy of appropriate correspondence or separate letter; use of the Marine Corps electronic system suffices.

b. Maintain a permanent file to include a copy of the citation (refer to SECNAVINST 5212.5D); use of the Marine Corps electronic system suffices.

c. For Navy personnel, provide the following documentation to Chief of Naval Operations (N09B13), 2000 Navy Pentagon, Washington, D.C. 20350-2000, or the appropriate Type Commander or Commander in Chief per the unit's chain of command. For Marines, provide the same to Headquarters, U.S. Marine Corps, Manpower and Reserve Affairs (MMMA), 3820 Russell Road, Quantico, VA 22134-5103.

Note: Marine Corps use of the electronic award system satisfies all of the requirements listed below.

(1) For approved awards, the original signed OPNAV 1650/3, and a signed copy of the citation, with awardee's social security number typed in the upper right hand corner. Do not send duplicate copies or advance copies of unprocessed awards, copies of summaries of action or certificates.

(2) For awards considered, but not recommended for approval, forward recommendation via the remaining chain of command to the appropriate award authority.

(3) For disapproved awards, send the original signed OPNAV 1650/3 to CNO (N09B13). A copy of the proposed citation is not required.

(4) CNO (N09B13) will provide BUPERS (PERS-313C) a copy of the signed citation for entry into the permanent service record.

(5) HQMC will provide the Personnel Management Support Branch (MMSB) with the original OPNAV 1650/3 and signed copy of citation for entering into the Military Personnel File.

d. BUPERS, representing CNO, will provide NDBDM automatic data processing services as necessary in support of the decorations and medals records system (Master Awards File).

223. TRANSMITTAL OF AWARDS1. Active duty recipients

a. For those awardees still attached to the command that recommended the award, send award elements to that command for presentation.

b. For those awardees who transferred to another duty station, send award elements to the new duty station for presentation.

2. Retired, released or discharged awardees

a. If the awardee resides in the area of the recommending command, send award elements to the recommending command for presentation.

b. If the awardee no longer lives in the area of the recommending command, send award elements to the home address of the awardee. The home address of the awardee should be included in the transmittal letter as well as the date of retirement, release or discharge from naval service.

3. Posthumous awards

a. In peacetime, the awarding authority shall send the medal, citation and certificate to the recommending command if the next of kin is residing in the area, or to the USN/USMC activity closest to the next of kin (see Article 224).

b. During wartime or when combat awards are made, the awarding authority should forward all citations and certificates to CNO or CMC to ensure all awards are sent at one time.

c. Make every effort to present posthumous awards to the next of kin within 90 days after the individual is declared dead.

4. Undeliverable Awards. In cases where the awardee or next of kin cannot be located or refuses to accept the award,

forward the entire case to CNO (N09B13) or CMC (MMMA) for disposition.

224. PRESENTATION OF DECORATIONS

1. The Medal of Honor is usually presented to living recipients by the President at the White House. Posthumous awards are normally presented to the next of kin in Washington, DC by the President or a personal representative.

2. Other United States military decorations will be presented with appropriate formality. Ceremonies may range from formal reviews to small office ceremonies at which the citation is read and the decoration presented to the recipient. In the act of presentation, attach the decoration over the left breast pocket of the uniform or to the left side of civilian jacket.

3. Posthumous Awards. Title 10 U.S. Code, Section 6250 provides that if a person who distinguishes himself/herself dies before presentation of an award to which entitled, the award shall be processed and the medal, cross, bar, associated emblem or insignia presented to the next of kin within 5 years from the date of the act or service justifying the award. Such awards will be presented at an appropriate ceremony to the next of kin if they desire. Decorations will not be pinned on the clothing of any next of kin. The decoration should be handed to the next of kin in an opened decoration container.

Section 3 - REQUIREMENTS

230. SPECIFIC MILITARY DECORATIONS. Listed below are current military decorations authorized for wear by Navy and Marine Corps personnel which can be recommended by Navy and Marine Corps commands. Defense awards for those Navy and Marine Corps personnel assigned to certain joint assignments are addressed in DoD 1348.33-M of September 1996, Manual of Military Decorations and Awards (NOTAL). SECNAV has been delegated authority to award the Joint Service Commendation and Joint Service Achievement Medals to authorized personnel.

1. Medal of Honor

a. Authorization. 10 U.S.C. 6241.

b. Eligibility Requirements

(1) Awarded by the President in the name of Congress to members of the naval service who conspicuously distinguish themselves by gallantry and intrepidity at the risk of their lives above and beyond the call of duty.

(a) while engaged in an action against an enemy of the United States;

(b) while engaged in military operations involving conflict with an opposing foreign force; or

(c) while serving with friendly foreign forces engaged in an armed conflict against an opposing armed force in which the United States is not a belligerent party.

(2) There must be no margin of doubt or possibility of error in awarding this honor. To justify the decoration, the individual's service must clearly be rendered conspicuous above his or her comrades by an act so outstanding that it clearly distinguishes his or her gallantry beyond the call of duty from lesser forms of bravery; and it must be the type of deed which if not done would not subject the individual to any justified criticism. The deed must be without detriment to the mission of the command or to the command to which attached.

c. Special Benefits for Medal of Honor Recipients

(1) Title 38 U.S. Code, Section 560 establishes a roll designated as the "Army, Navy, Air Force and Coast Guard Medal of Honor Roll" listing the name of each surviving person who has served on active duty in the Armed Forces of the United States and has been awarded a Medal of Honor.

(2) Title 38 U.S. Code, Section 561 provides that each person whose name is entered on the Medal of Honor Roll shall be furnished a certificate of service.

(3) Title 38 U.S. Code, Section 562 requires the Administrator of Veterans Affairs to pay to each person whose name has been entered on the Medal of Honor Roll, a special pension of \$400 per month.

(4) Title 10 U.S. Code, Sections 4342, 6954, 9342 authorizes the appointment of children of persons who have been awarded the Medal of Honor as cadets at the U.S. Military and U.S. Air Force Academies, and midshipmen at the U.S. Naval Academy without regard to quota requirements.

(5) Medal of Honor recipients are authorized to travel in U.S. military aircraft on a space-available basis, within the Continental United States, provided they certify that the trip is not for personal gain or remuneration.

2. Navy Cross (NX)

a. Authorization. 10 U.S.C. 6242.

b. Eligibility Requirements

(1) Awarded to a person who, while serving in any capacity with the Navy or Marine Corps, distinguishes himself/herself by extraordinary heroism not justifying the award of the Medal of Honor.

(a) while engaged in an action against an enemy of the United States;

(b) while engaged in military operations involving conflict with an opposing foreign force; or

(c) while serving with friendly foreign forces engaged in an armed conflict against an opposing armed force in which the United States is not a belligerent party.

(2) To warrant this distinctive decoration, the act or the execution of duty must be performed in the presence of great danger or at great personal risk and must be performed in such a manner as to set the individual apart from his or her shipmates or fellow Marines. An accumulation of minor acts of

heroism does not justify the award. The high standards demanded must be borne in mind when recommending the award.

3. Distinguished Service Medal (DM)

a. Authorization. 10 U.S.C. 6243.

b. Eligibility Requirements. Awarded to a person who, while serving in any capacity with the Navy or Marine Corps, distinguishes himself/herself by exceptionally meritorious service to the United States in a duty of great responsibility. To justify this decoration, an exceptional performance of duty, clearly above that normally expected, which has contributed materially to the success of a major command or project, is required. In general, the Distinguished Service Medal will be awarded only to those officers in principal commands at sea or in the field whose service is such as to justify the award. However, this shall not be interpreted to preclude the award of the Distinguished Service Medal to any individual whose service meets the requirements. If there is any doubt as to the degree of service involved, the Legion of Merit is the more appropriate award.

4. Silver Star (SS)

a. Authorization. 10 U.S.C. 6244.

b. Eligibility Requirements

(1) Awarded to a person who, while serving in any capacity with the Navy or Marine Corps, is cited for gallantry in action that does not warrant a Medal of Honor or Navy Cross.

(a) while engaged in an action against an enemy of the United States;

(b) while engaged in military operations involving conflict with an opposing foreign force; or

(c) while serving with friendly foreign forces engaged in an armed conflict against an opposing armed force in which the United States is not a belligerent party.

(2) The heroic act(s) performed must render the individual conspicuous and well above the standard expected. An accumulation of minor acts of heroism normally does not justify the award, but unusual or exceptional cases will be decided on their merits.

5. Legion of Merit (LM)

a. Authorization. 10 U.S.C. 1121.

b. Eligibility Requirements. Awarded to a member of the Armed Forces of the United States or of a friendly foreign nation who distinguishes himself/herself by exceptionally meritorious conduct in performing outstanding service.

(1) For U.S. Military Personnel. To justify this decoration, the service rendered must have been comparable to that required for the Distinguished Service Medal but in a duty of lesser though considerable responsibility. In general, the Legion of Merit will be awarded to officers in lesser commands at sea or principal commands on shore who have performed such exceptionally meritorious service as to justify the award of the Distinguished Service Medal except as to degree of merit. However, this should not be interpreted to preclude the award of the Legion of Merit to any individual, regardless of grade or rate, whose acts or services meet the requirements. When the degree of achievement or service rendered, although meritorious, is not sufficient to warrant the award of the Legion of Merit, the Bronze Star Medal or the Meritorious Service Medal should be considered.

(2) For Foreign Military Personnel. See chapter 6.

c. Combat Distinguishing Device. During the Vietnam era the Combat Distinguishing Device was authorized for service subsequent to 17 July 1967. It was discontinued in April 1974; but reauthorized effective 17 January 1991.

6. Distinguished Flying Cross (DX)

a. Authorization. 10 U.S.C. 6245.

b. Eligibility Requirements. Awarded to any person who, while serving in any capacity with the U.S. Navy or the U.S. Marine Corps, distinguishes himself/herself by heroism or extraordinary achievement while participating in an aerial flight. To justify this decoration for heroism, an act in the face of danger, well above those actions performed by others engaged in similar flight operations, is required; for achievement, the results accomplished must be so exceptional as to render them conspicuous among those accomplished by others involved in similar circumstances.

(1) In adjudging the appropriate awards for the various members of a flight crew, it is considered that the pilot responsible for flying the aircraft is sometimes eligible for a higher award than other members of the flight crew. However, in a two-seat aircraft where the pilot and crewmember constitute a team and function as an integral part of the weapons system, both would generally be eligible for the same award. A crewmember other than the pilot should not be precluded from receiving a higher award if circumstances so indicate. Each case will be considered on its own merits.

(2) Establishment of a new aerial record does not necessarily qualify as an extraordinary achievement in aerial flight.

c. Combat Distinguishing Device. The Combat Distinguishing Device may be authorized for valor (heroism) after 4 April 1974.

7. Navy and Marine Corps Medal (NM)

a. Authorization. 10 U.S.C. 6246.

b. Eligibility Requirements. Awarded to any person who, while serving in any capacity with the U.S. Navy or the U.S. Marine Corps, distinguishes himself/herself by heroism not involving actual conflict with the enemy. For acts of lifesaving, or attempted lifesaving, it is required that the action be performed at the risk of one's own life.

Note: Although the Navy and Marine Corps Medal is often awarded for heroism involving lifesaving, it is not a

lifesaving medal. As the senior peacetime award for heroism, this award hinges on the actual level of personal "life threatening" risk experienced by the awardee. For heroic performance to rise to this level it must be clearly established that the act involved very specific life-threatening risk to the awardee. When there is none, or at best very limited life-threatening risk to the awardee, the award of the Navy and Marine Corps Commendation Medal may be more appropriate. See page 2-39 for details.

8. Bronze Star Medal (BS)

a. Authorization. Executive Order (E.O.) 9419 of 4 February 1944 as modified by E.O. 11046 of 24 August 1962 and the Defense Authorization Act of 2001, Section 1133.

b. Eligibility Requirements

(1) Awarded to any person who, while serving in any capacity with the Armed Forces of the United States, distinguishes himself/herself on or after 7 December 1941 by heroic or meritorious achievement or service, not involving participation in aerial flight.

(a) while engaged in an action against an enemy of the United States;

(b) while engaged in military operations involving conflict with an opposing foreign force; or

(c) while serving with friendly foreign forces engaged in an armed conflict against an opposing armed force in which the United States is not a belligerent party.

(2) To justify this decoration, accomplishment or performance of duty above that normally expected, and sufficient to distinguish the individual among those performing comparable duties is required, although less than the requirements for the Silver Star or Legion of Merit. Minor acts of heroism in combat or single acts of merit or meritorious service in connection with military or naval operations may justify this award.

(3) The recipient must be in receipt of Imminent Danger Pay during the qualifying period.

c. Combat Distinguishing Device. The Combat Distinguishing Device may be authorized for valor (heroism).

9. Purple Heart (PH)

a. Authorization. Executive Order 9277 of 3 December 1942, E.O. 10409 of 12 November 1952, E.O. 11016 of 25 April 1962 as amended by E.O. 12464 of 23 February 1984, Public Law 98-525 of 19 October 1984, and Public Law 105-85 of 18 November 1997.

b. Eligibility Requirements. Awarded to members of the Armed Forces of the United States who, while serving under competent authority in any capacity with an Armed Force of the United States after 5 April 1917, has been killed or wounded.

(1) In action against an enemy of the United States.

(2) In action with an opposing armed force of a foreign country in which the Armed Forces of the United States are or have been engaged.

(3) While serving with friendly foreign forces engaged in an armed conflict against an opposing armed force in which the United States is not a belligerent party.

(4) As the result of an act of any such enemy or opposing armed force.

(5) As the result of an act of any hostile foreign force.

(6) As the result of friendly weapon fire while actively engaging the enemy.

(7) As the indirect result of enemy action.
(example: injuries resulting from parachuting from a plane brought down by enemy or hostile fire.)

(8) As the result of maltreatment inflicted by their captors while a prisoner of war.

(9) After 28 March 1973, as a result of international terrorist attack against the U.S. or a foreign nation friendly to the U.S.

(10) After 28 March 1973, as a result of military operations while serving outside the territory of the United States as part of a peacekeeping force.

c. Definition. A "wound" is defined as an injury to any part of the body from an outside force or agent, sustained while in action as described in the eligibility requirements. A physical lesion is not required, provided the concussion or other form of injury received was a result of the action in which engaged.

d. Limitations. Except in the case of a prisoner of war, the wound for which the award is made must have required treatment by a medical officer at the time of injury. Only one award is authorized for more than one wound or injury received at the same instant from the same missile, force, explosion, or agent. Prisoners of war, if entitled, will be limited to a single Purple Heart covering the entire period of their captivity.

e. Determination of Eligibility. During World War I, and World War II, and Korea, an individual must have been wounded as a direct result of enemy action. During subsequent conflicts (Vietnam and Operation DESERT STORM), the individual must have been wounded as a result of enemy action (direct or indirect).

(1) Veterans may apply to the National Personnel Records Center, Navy (N314), Room 3475, 9700 Page Avenue, St. Louis, MO 63132-5100 for a determination of eligibility. If adequate documentation is not available in the individual's service and/or health records, the individual may submit sworn affidavits from two eyewitnesses who have personal knowledge of the injury and the circumstances surrounding the incident in which the injury occurred.

(2) For active duty personnel wounded during the above wars or conflict, requests should be addressed to the CHNAVPERS (PERS-312) or CMC (MMMA).

(3) Subsequent awards are denoted by gold and silver stars.

10. Meritorious Service Medal (MM)

a. Authorization. Executive Order 11448 of 16 January 1969 as amended by E.O. 12312 of 2 July 1981.

b. Eligibility Requirements. Awarded to members of the Armed Forces of the United States or members of the armed forces of a friendly foreign nation who distinguished themselves by outstanding meritorious achievement or service to the United States. To justify this decoration, the acts or services rendered by an individual, regardless of grade or rate, must have been comparable to that required for the Legion of Merit but in a duty of lesser responsibility. The Meritorious Service Medal is the counterpart of the Bronze Star Medal for the recognition of meritorious non-combat service. When the degree of meritorious achievement or service rendered is not sufficient to warrant the award of the Meritorious Service Medal, the Navy Commendation Medal, when appropriate, should be considered.

11. Air Medal (AM)

a. Authorization. Executive Order 9158 of 11 May 1942, as amended by E.O. 9242-A of 11 September 1942.

b. Eligibility Requirements. In adjudging the appropriate awards for the various members of a flight crew, the pilot responsible for flying the aircraft is sometimes eligible for a higher award than other members of the flight crew. However, in a two-seat aircraft where the pilot and crewmember constitute a team and function as an integral part of the weapons system, both would generally be eligible for the same award. A crewmember other than the pilot should not be precluded from receiving a higher award if circumstances so indicate. Each case will be considered on its own merits. The Air Medal may be awarded in two categories:

(1) Individual Award. Awarded to persons who, while serving in any capacity with the Armed Forces of the United States, distinguishes himself/herself by heroic/meritorious achievement while participating in an aerial flight under flight orders. A 3/16 inch bronze star is worn to denote first individual award of the Air Medal. Gold stars are worn to denote second and subsequent individual awards of the Air Medal.

(2) Strike/Flight Award. Awarded to persons who, while serving in any capacity with the Armed Forces of the United States, distinguish themselves by meritorious achievement while participating in sustained aerial flight operations under flight orders. Bronze numerals are worn to denote total number of Strike/Flight Awards. Strike/Flight awards can only be approved within the parameters (area, time, etc.) established by the Secretary of the Navy; delegated authority of this award is specific in nature and always in writing.

(a) Definitions

1. Strike. Those sorties which deliver ordnance against the enemy, land or evacuate personnel in assault or engage in search and rescue (SAR) operations which encounter enemy opposition.

2. Flight. Those sorties which deliver ordnance against the enemy, land or evacuate personnel in assault or engage in Search and Rescue operations which encounter no enemy opposition.

3. Direct Combat Support Mission. Those missions which include reconnaissance, target combat air patrol, electronic countermeasures (ECM) support, psychological warfare, patrol operations in support of coastal surveillance, etc., which do not necessarily involve delivery of ordnance against the enemy, or landing or evacuating personnel in assault or engaging in Search and Rescue (SAR) operations. However, those direct combat support missions that encounter enemy opposition equivalent to that encountered by a strike should be considered as a strike sortie. Examples are photo reconnaissance, target combat air patrol (TARCAP) and ECM aircraft that are endangered by anti-aircraft artillery (AAA) and surface to air missiles (SAMs). Administrative and logistical flights between

established airbases or secure areas and/or ships are not considered qualifying as direct combat support sorties.

(b) Modifications. Awarding authorities are authorized to deviate from the above criteria, when appropriate, with due regard to hazard and exposure incurred in sustained aerial flight operations.

(c) Requirements. The award of the Air Medal on a strike/flight basis shall require 20 points.

1. 10 strikes (1 strike = 2 points), or
2. 20 flights (1 flight = 1 point), or
3. 50 missions (1 mission = .4 points), or
4. 250 flight hours in direct combat support missions that do not encounter enemy opposition (25 hours = 2 points), or
5. A combination of these, using the appropriate ratios, i.e.:

3 strikes	=	6 points
8 flights	=	8 points
*10 missions	=	4 points
25 hours	=	<u>2 points</u>
		20 total points = 1 S/F AM

*NOTE: (Time flown on 'missions' are not counted as 'hours')

(d) Special Provisions

1. Only personnel under flight orders are eligible to receive the strike/flight award of the Air Medal.
2. The individual award of an Air Medal, or other personal decoration for a particular sortie, should not preclude that sortie from counting toward eligibility for a strike/flight award of the Air Medal.

3. Officers of the rank of captain/colonel or above shall not be eligible for the award of the Air Medal on a strike/flight basis unless the sorties involved were actually required in the performance of their regular duties. Recommendations involving officers in this category, regardless of the current extent of delegated award authority, shall be forwarded via the chain of command to SECNAV for approval.

c. Combat Distinguishing Device. The Combat Distinguishing Device may be authorized for single mission Air Medals for valor (heroism) after 4 April 1974.

d. Periods for Strike/Flight Air Medals. Only areas in which Strike Flight Air Medals could have been earned/awarded:

Vietnam	4 Jul 65 - 28 Mar 73
Grenada	23 Oct 83 - 02 Nov 83
Lebanon	01 Oct 83 - 31 Oct 84
Libya	Mar 86 - Apr 86
Operation PRAYING MANTIS	18-19 Apr 88
Panama	20 Dec 89 - 31 Jan 90
Operation DESERT STORM	17 Jan 91 - 28 Feb 91
Operation SOUTHERN WATCH	Aug 92 - TBD
Operation DENY FLIGHT	1 Jul 92 - 20 Dec 95
Operation Joint Endeavor	15 Dec 95 - TBD
Kosovo	24 Mar 99 - TBD

(Note: The operational commander receives specific delegated award authority from SECNAV. Specifications for each area of operations must be adhered to in addition to the basic guidance of this chapter. Local guidance must be consulted for clarifications.)

12. Navy and Marine Corps Commendation Medal (NC)

a. Authorization. ALNAV 11 of 11 January 1944 authorized the Navy Commendation Ribbon, and on 22 March 1950, the SECNAV established the medal pendant for this award. On 21 September 1960, the SECNAV changed the name of the award to the Navy Commendation Medal. On 19 August 1994, the SECNAV changed the name of the award to Navy and Marine Corps Commendation Medal.

b. Eligibility Requirements. Awarded to a person who, while serving in any capacity with the Navy or Marine Corps (including foreign military personnel), distinguishes himself/herself after 6 December 1941 by heroic or meritorious achievement or service. To merit this award, the acts or services must be accomplished or performed in a manner above that normally expected and sufficient to distinguish the individual above those performing similar services as set forth in the following:

(1) For Acts of Heroism. Worthy of special recognition, but not to the degree required for the Bronze Star Medal when combat is involved or the Navy and Marine Corps Medal when combat is not involved.

(2) For Meritorious Achievement. Outstanding and worthy of special recognition, but not to the degree required for the Bronze Star Medal or Air Medal when combat is involved or the Meritorious Service Medal or Air Medal when combat is not involved. The achievement should be such as to constitute a definite contribution to the Naval Service, such as an invention, or improvement in design, procedure or organization.

(3) For Meritorious Service. Outstanding and worthy of special recognition, but not to the degree required for the Bronze Star Medal or Air Medal when combat is involved or the Meritorious Service Medal or Air Medal when combat is not involved. The award may cover an extended period of time during which a higher award may have been recommended or received for specific act(s). The criteria, however, should not be the period of service involved, but rather the circumstances and conditions under which the service was performed. The performance should be well above that usually expected of an individual commensurate with his or her grade or rate, and above that

degree of excellence which can be appropriately reflected in the individual's fitness report, performance evaluations or personnel records.

c. Combat Distinguishing Device. The Combat Distinguishing Device may be authorized for valor (heroism).

13. Navy and Marine Corps Achievement Medal (NA)

a. Authorization. SECNAVINST 1650.16 of 1 May 1961, re-designated by SECNAVNOTE of 17 July 1967. On 19 August 1994, the SECNAV changed the name of the award to Navy and Marine Corps Achievement Medal.

b. Eligibility Requirements. Awarded to members of the Armed Forces, including members of Reserve components on active or inactive duty, of the grade of lieutenant commander/major and junior thereto, for service performed on or after 1 May 1961. The award shall be given for meritorious service or achievement in a combat or non-combat situation based on sustained performance or specific achievement of a superlative nature, and shall be of such merit as to warrant more tangible recognition than is possible by a fitness report or performance evaluation, but which does not warrant a Navy and Marine Corps Commendation Medal or higher.

(1) Professional achievement that merit the NA must:

(a) Clearly exceed that which is normally required or expected, considering the individual's grade or rate, training, and experience; and

(b) Be an important contribution of benefit to the United States and the Naval Service.

(2) Leadership Achievement that merit the NA must:

(a) Be noteworthy;

(b) Be sustained so as to demonstrate a high state of development or, if for a specific achievement, be of such merit as to earn singular recognition for the act(s); and

(c) Reflect most creditably on the efforts of the individual toward the accomplishment of the unit mission.

c. Limitations. The Navy and Marine Corps Achievement Medal will not be awarded for service involving participation in aerial flight after 1 January 1969. The Air Medal is the more appropriate recognition for meritorious achievement while participating in aerial flight. This does not preclude the award of the Navy and Marine Corps Achievement Medal to those who meet the eligibility requirement for service during which participation in aerial flight was incidental.

d. Combat Distinguishing Device. During the Vietnam era the Combat Distinguishing Device was authorized for service subsequent to 17 July 1967 and discontinued in April 1974; it was reauthorized on 17 January 1991.

14. Combat Action Ribbon (CAR)

a. Authorization. SECNAVNOTE 1650 of 17 February 1969.

b. Eligibility Requirements

(1) Awarded to members of the Navy, Marine Corps, and Coast Guard (when the Coast Guard or units thereof operate under the control of the Navy) in the grade of captain/colonel and junior thereto, who have actively participated in ground or surface combat. Upon submission of evidence to their commanding officer, personnel who earned the Combat Infantryman Badge or Combat Medical Badge while a member of the U.S. Army may be authorized to wear the CAR.

(2) The principal eligibility criterion is that the individual must have participated in a bona fide ground or surface combat fire-fight or action during which he/she was under enemy fire and his/her performance while under fire was satisfactory. Service in a combat area does not automatically entitle a service member to the CAR. The following amplifying remarks are furnished as guidance.

(a) Personnel in riverine and coastal operations, assaults, patrols, sweeps, ambushes, convoys,

amphibious landings, and similar activities who have participated in fire fights are eligible.

(b) Personnel assigned to areas subjected to sustained mortar, missile, and artillery attacks actively participate in retaliatory or offensive actions are eligible.

(c) Personnel in clandestine or special operations such as reconnaissance, SEAL teams, EOD teams, and Mine Countermeasures operations are eligible when the risk of enemy fire was great and was expected to be encountered.

(d) Personnel aboard a ship are eligible when the safety of the ship and the crew were endangered by enemy attack, such as a ship hit by a mine or a ship engaged by shore, surface, air or sub-surface elements.

(e) Personnel eligible for the award of the Purple Heart would not necessarily qualify for the Combat Action Ribbon.

(f) Personnel serving in peacekeeping missions, if not eligible by the criteria cited above, are eligible to receive the award when all of the following criteria are met:

- the member was subject to hostile, direct fire,
- based on the mission and the tactical situation, not returning fire was the best course of action, and
- the member was in compliance with the rules of engagement and his orders by not returning fire.

(g) The CAR will not be awarded to personnel for aerial combat since the Strike/Flight Air Medal provides recognition for aerial combat exposure; however, a pilot or crewmember forced to escape or evade after being forced down could be eligible for the award.

(h) Under Public Law 106-55, the CAR may be awarded retroactively to 07Dec41.

c. Operations. An individual, whose eligibility has been established in combat in any of the following listed operations is authorized the award of the CAR. Only one award per operation is authorized. The listing is not all inclusive as

the CAR has been awarded in minor operations and for specific actions. Subsequent awards will be indicated by the use of a Gold Star on the ribbon:

- (1) Southeast Asia. From 01Mar61 to 15Aug73.
- (2) Dominican Republic. From 28Apr65 to 21Sep66.
(No ships qualified)
- (3) USS LIBERTY (AGTR 5). 08Jun67 and 09Jun67.
- (4) USS PUEBLO (AGTR 2). 23Jan68.
- (5) Operation FREQUENT WIND. (Evacuation Operations, Saigon) 29Apr75 and 30Apr75. (No ships)
- (6) Operation MAYAGUEZ. 15May75. (No ships)
- (7) Grenada. 24Oct83 - 02Nov83. (No ships)
- (8) Lebanon. 20Aug82 to 01Aug84. (No ships)
- (9) Persian Gulf
 - (a) COMNAVSPECWAR Task Unit Tango - 22Sep87
 - (b) USS SAMUEL B. ROBERTS (FFG 58) - 14Apr88
 - (c) Operation PRAYING MANTIS - 18Apr88

SAG BRAVO

COMDESRON NINE STAFF embarked on (DD 976)
 USS MERRILL (DD 976)
 HSL-35 DET 1
 USS LYNDE MCCORMICK (DDG 8)
 USS TRENTON (LPD 14)
 CONTINGENCY MAGTF 2-88
 HSL 44, DET 5

SAG CHARLIE

USS WAINWRIGHT (CG 28)
 USS BAGLEY (FF 1069)
 HSL-35, DET 7

USS SIMPSON (FFG 56)
 HSL-42, DET 10
 COMMANDER, NAVAL SPECIAL WARFARE TASK
 GROUP MIDDLE EAST FORCE
 SEAL TEAM TWO, THIRD PLATOON

SAG DELTA
 COMDESRON TWENTY-TWO
 USS JACK WILLIAMS (FFG 24)
 HSL-32, DET 2
 USS JOSEPH STRAUSS (DDG 16)
 USS O'BRIEN (DD 975)
 HSL-33, DET 2
 CO, SPEC BOAT UNIT TWELVE
 SEAL TEAM 5, PLATOON C

(d) USS ELMER MONTGOMERY (FF 1082)
 USS VINCENNES (CG 49) - 03Jul88

(e) Persian Gulf MCM Operations. Specific units during 19Nov87 to 01Apr88; 14 to 20Apr88; 20 to 23Apr88; and 02Aug90 to 10Sep91.

(10) Operation JUST CAUSE (Panama). 20Dec89 - 31Jan90. (No ships qualified)

(11) Operation SHARP EDGE. 05Aug90 - 24Aug90. (No ships qualified)

(12) Operation DESERT STORM. 17Jan91 - 28Feb91.

(a) The Secretary of the Navy approved the CAR as an exception to policy for the following ships that operated north of 28.30N and west of 49.30E from 17Jan91 to 28Feb91:

USS ADROIT (MSO 509)	USS AVENGER (MCM 1)
USS BEAUFORT (ATS 2)	USS BUNKER HILL (CG 52)
USS CARON (DD 970)	USS CURTS (FFG 38)
USS DURHAM (LKA 114)	USS FIFE (DD 991)
USS FORD (FFG 54)	USS FORT MCHENRY (LSD 43)
USS PAUL F. FOSTER (DD 964)	USS HAWES (FFG 53)

USNS HASSAYAMPA (T-AO 145)	USS HORNE (CG 30)
USS IMPERVIOUS (MSO 449)	USS JARRETT (FFG 33)
USS KIDD (DDG 993)	USS LASALLE (AGF 3)
USS LEADER (MSO 490)	USS LEFTWICH (DD 984)
USS MACDONOUGH (DDG 39)	USS MCINERNEY (FFG 8)
USS MISSOURI (BB 63)	USS MOBILE BAY (CG 53)
USS NASSAU (LHA 4)	USS NIAGARA FALLS (AFS 3)
USS NICHOLAS (FFG 47)	USS OKINAWA (LPH 3)
USS OLDENDORF (DD 972)	USNS PASSUMPSIC (T-AO 107)
USS PORTLAND (LSD 37)	USS PRINCETON (CG 59)
USS RALEIGH (LPD 1)	USS TRIPOLI (LPH 10)
USS VREELAND (FF 1068)	USS WISCONSIN (BB 64)
USS WORDEN (CG 18)	

(b) The following ships were approved for the dates indicated:

USNS COMFORT (T-AH 20)	26Feb91
USS GUAM (LPH 9)	25-26Feb91
USS IWO JIMA (LPH 2)	26Feb91
USS OGDEN (LPD 5)	25-26Feb91
USS MISSOURI (BB 63)	12Feb91 and 25Feb91
VC-6 Detachment	
EODMU Detachments	
USS RICHMOND K. TURNER (CG 20)	19-24Feb91
USS VALLEY FORGE (CG 50)	16-28 February 1991
USS LEADER (MSO 490)	23Mar91

(13) El Salvador. 01JAN81 to 01FEB92.

(14) Operation RESTORE HOPE (Somalia). 5Dec92 - 31Mar95. (No ships qualified)

(15) Cambodia. 01JUN92 to 15NOV93.

(16) Operation ASSURED RESPONSE (Monrovia, Liberia). 07Apr96 to 18Apr96. (No ships qualified).

(17) Kosovo Campaign. Specific units designated from 24Mar99 to 27Jan00.

d. Administrative Procedures. SECNAV determines which operations meet the criteria for this award. Requests for

determination of eligibility of individuals for operations subsequent to 1975 should be sent to SECNAV via the chain of command including CNO or CMC, as appropriate, unless specifically delegated by SECNAV.

Section 4 - CITATIONS

240. FORMAT AND COMPOSITION OF CITATIONS

- a. See Appendix C of this chapter for sample citations.
- b. General guidelines.

(1) The opening line is formatted by type award; follow instructions/examples for noting consecutive awards.

(2) The rank, name, and service are all capitals and centered. Due to the length of enlisted rates, three lines are used; warfare designation is not required, but used when space is available, and additional designations are never appropriate. Officers use two lines with rank and name combined; a third line, for staff corps designation is optional.

(3) Proposed citations are never all capital letters with the exception of the single page citation/certificate used for the Navy and Marine Corps Commendation or Achievement Medals. Note Article 220 for specific statements and verbiage for different types of awards. If an award is given in the name of the President, then the individual has reflected 'great' credit upon him/her.

(4) There can be many varieties of style for the same award; awarding authorities may dictate specific guidance for awards under their authority as long as they meet the basic requirements cited above.

241. REQUIRED SIGNATURES FOR CITATIONS AND CERTIFICATES

Citations and certificates are signed as indicated in the following table:

<u>Award</u>	<u>Citation</u>	<u>Certificate</u>
Medal of Honor	President in the name of Congress	President and SECNAV
NX, DM & SS	Approving (awarding) authority	SECNAV in the name in the of the President
LM, DFC, NM & BS	Approving (awarding) authority	Awarding Authority in the name of the President
Purple Heart	No citation issued	CMC or CNO/BUPERS in the name of the President
MM & AM	Approving (awarding) authority	Awarding Authority in the name of the President
JC & JA	Secretary of the Navy (awarding authority)	Awarding Authority in the name of SECDEF
NC & NA	Approving (awarding) authority	Awarding Authority in the name of the SECNAV