INDIVIDUAL AWARD RECOMMENDATION - COASTAL REGION - 8TH COAST GUARD DISTRICT

Revised March 2009

Upon completion, submit to your District Captain who will send to the Chief of Staff - It is recommended you provide a courtesy copy to your Division Commander.

FROM:

INDICATE THE NAME AND TITLE OF INDIVIDUAL SUBMITTING THE RECOMMENATION

E-MAIL ADDRESS OF RECOMMENDER:

NAME OF MEMBER BEING RECOMMENDED:

RECOMMENDED MEMBER'S FLOTILLA NUMBER: **MEMBER NUMBER:**

RECOMMENDED AWARD:

- ☐ MERITORIOUS TEAM COMMENDATION
- ☐ AUXILIARY COMMANDANT LETTER OF COMMENDATION
- ☐ AUXILIARY ACHIEVEMENT MEDAL
- ☐ AUXILIARY COMMENDATION MEDAL
- ☐ AUXILIARY MEDAL OF OPERATIONAL MERIT *
- ☐ AUXILIARY MERITORIOUS SERVICE MEDAL *
- ☐ AUXILIARY PLAQUE OF MERIT *
- ☐ AUXILIARY LEGION OF MERIT *
- ☐ AUXILIARY DISTINGUISHED SERVICE MEDAL *
- ☐ OTHER - PLEASE SPECIFY

NUMBER OF TIMES MEMBER HAS RECEIVED THIS AWARD PREVIOUSLY: NONE

ACTION LOCATION/SERVICE AREA:

*** A SUMMARY OF ACTION OR SERVICE IS REQUIRED FOR ALL AWARDS AT THE MERITORIOUS SERVICE MEDAL LEVEL OR HIGHER. IT IS OPTIONAL FOR ALL OTHERS BUT RECOMMENDED TO STRENGTHEN THE RECOMMENDATION.**

I CERTIFY THE FACTS CONTAINED IN THE SUMMARY/CITATION ARE (CHECK AS APPROPRIATE):

- ☐ KNOWN TO ME
- ☐ A MATTER OF RECORD

SIGNATURE OF RECOMMENDER: DATE:

IF YOU ARE SUBMITTING ANY SUPPORTING DOCUMENTATION SUCH AS A SUMMARY OF ACTION OR SERVICE, PLEASE INDICATE IN THE BOX BELOW WHAT ITEMS YOU WILL BE SUBMITTING BY MAIL OR E-MAIL TO YOUR DISTRICT CAPTAIN OR THE CHIEF OF STAFF. ITEMS MIGHT INCLUDE BUT NEED NOT BE LIMITED TO: NATIONAL WEATHER SERVICE INFORMATION; NEWSPAPER ARTICLES; THE URL LINKED TO TV COVERAGE OF THE EVENT; LETTERS FROM WITNESSES; LETTERS FROM VICTIMS OF THE INCIDENT; LETTERS FROM OTHER AUXILIARISTS; OR, USCG ACTIVE DUTY OR RESERVE PERSONNEL.

☐ **CHECK HERE IF NO OTHER DOCUMENTATION OR SUMMARY OF ACTION OR SERVICE WILL BE SUBMITTED**

ADDITIONAL INFORMATION TO BE SUBMITTED

AWARD CITATION MUST BE COMPLETED ON SECOND PAGE BEFORE SUBMITTING

IN THE BOX BELOW, INCLUDE YOUR DRAFT CITATION. PLEASE MAKE YOUR BEST EFFORT IN WRITING THE CITATION RECOGNIZING THE MEMBER FOR THE AWARD FOR WHICH S/HE IS BEING RECOMMENDED. IT IS POSSIBLE THAT THE CITATION WILL BE RE-WRITTEN OR THAT THE AWARD FOR WHICH YOU HAVE RECOMMENDED A MEMBER WILL BE MODIFIED. IT IS THE DESIRE OF THE DISTRICT LEADERSHIP TO RECOGNIZE ALL MEMBERS DESERVING OF SPECIAL RECOGNITION.

CITATION

ACTION DATES

SENT TO DCAPT:		DCAPT SENT TO DCOS:	
DCOS SENT TO AAC:		AAC RECOMMENDATION:	
DCOS TO BOARD:		APPROVAL TO DIRAUX:	

If you are using Adobe Acrobat Reader, you will not be able to save completed forms. Instead, use the "PRINT FORM" icon below and print a sufficient number of copies for the recipients (Sector Commander if you are seeking his/her support, Chief of Staff, District Captain, and/or Division Commander). If you are using Adobe Acrobat Professional or Adobe Acrobat Essentials, you may save the completed form using the "SAVE AS" function, and send it to your recipients as an e-mail attachment. After saving, sending, and/or printing the form, use the "CLEAR FORM" command below to clear the form for future award recommendations.

PRINT FORM **CLEAR FORM**