

REQUESTS FOR INFORMATION AND PROCUREMENT PROCEDURES

a. REQUESTS FOR VERIFICATION AND PROCUREMENT OF AWARDS FROM ACTIVE AND RESERVE NAVY MEMBERS

<u>TYPE AWARD</u>	<u>VERIFICATION OF ELIGIBILITY</u>	<u>PROCUREMENT LOCATION *</u>	<u>REPLACEMENT/INITIAL ISSUE (NO COST)</u>	<u>REPLACEMENT ISSUE OF AWARD (CHARGE)</u>
Personal Decorations	BUPERS (PERS-312) (1)	Obtained from DPSC, Philadelphia, PA by awarding authorities	BUPERS (PERS-312)	BUPERS (PERS-312) Check or money order payable to Treasurer of the United States
Armed Forces Reserve Medal and Naval Reserve Medals	Commanding officer (CO) Note (1)	Standard MILSTRIP Requisition submitted to DPSC, Philadelphia, PA. Letter requests are not acceptable.	Standard MILSTRIP Requisition submitted direct to DPSC, Philadelphia, PA. Letter requests are not acceptable.	Same as above
All other Campaign and Service Medals	Current commanding officer (1)	Same as above	Same as above	Same as above
Unit Awards	CO/BUPERS (PERS-312) Note (1)	Same as above	Same as above	Same as above
Marksmanship Awards	Commanding officer Note (1)	Same as above	Same as above	Same as above

(1) - If unable to determine eligibility of awards, forward letter via commanding officer to BUPERS (PERS-312) for Reserve personnel on extended active duty or Commanding Officer, Naval Reserve Personnel Center (Code 20) for Reserve personnel not on extended active duty.

*See appendix A for stock numbers

DPSC - Defense Procurement and Supply Center

b. REQUESTS FOR VERIFICATION AND PROCUREMENT OF AWARDS FROM ACTIVE AND RESERVE MARINES

<u>TYPE AWARD</u>	<u>VERIFICATION OF ELIGIBILITY</u>	<u>PROCUREMENT LOCATION</u>	<u>REPLACEMENT/ INITIAL ISSUE</u>	<u>REPLACEMENT ISSUE OF AWARD (CHARGE)</u>
Personal Decoration	Unit Level (1)	DPSC (DPSC-TSKR) Philadelphia, PA by awarding authorities	Unit Level (2)	CMC (MMMA) Check or money order payable to Treasurer of the United States
Armed Forces Reserve and Selected Marine Corps Reserve Medal	Unit Level (1) Dir, MCRSC Overland Park, KS	Same as above	Same as above (2)	Same as above
All other Campaign and Service Medals	Unit Level (1)	Same as above	Same as above (2)	Same as above
Unit Awards	Same as above (1)	Same as above	Same as above (2)	Same as above
Marksmanship Awards	Same as above (1)	Same as above	Same as above (2)	Same as above

- (1) If unable to determine eligibility of awards, forward letter via commanding officer to CMC (MMMA) in accordance with MCO 1650.19G.
- (2) Commanders, as appropriate, are authorized to stock and issue awards as directed in MCO 1650.19F, paragraph 9b, enclosure (1).

c. REQUESTS FOR VERIFICATION AND PROCUREMENT OF AWARDS FROM RETIRED AND FORMER PERSONNEL

Navy requests from retired and former Navy and Marine Corps personnel shall be directed to the National Personnel Records Center, ATTN: Navy Liaison Office (N314), Room 3475, 9700 Page Avenue, St. Louis, MO 63132-5200. Marines submit requests to: Navy Liaison Office (PERS 313E), Retired Records Section, 9700 Page Avenue, St. Louis, MO 63132-5100.