

Chapter 3 - UNIT AWARDS

Section 1 - GENERAL

310. DEFINITION. A unit is any ship, aircraft squadron, shore command or military organizational element composed of military personnel under control of a military command and charged with carrying out a military mission or function.

311. POLICY CONSIDERATIONS

1. Purpose. To foster unit morale, incentive, and esprit de corps through prompt recognition of outstanding performance of group effort. Unit awards recognize entire organizations for outstanding heroism or achievement performed during periods of war, international tension, national emergencies, or extraordinary situations that involve national interests. They are restricted to the recognition of acts or services that clearly and distinctly, by nature and magnitude, place the unit's performance significantly above that of other units performing similar missions. They are not intended to recognize individual actions, but to acknowledge the combined efforts of the organization. The performance should be that which can be recognized adequately in no other way.

2. See Chapter 6 for information concerning unit awards to units of friendly foreign nations.

3. The Navy Unit Commendation (NUC) and Meritorious Unit Commendation (MUC) may be awarded to units of the Army, Air Force or Coast Guard with concurrence of the parent service.

4. Foreign unit awards tendered to units of the naval service by friendly foreign nations will be forwarded to SECNAV for approval of acceptance. (See Chapter 7 for those awards whose acceptance has been authorized.)

5. Personnel of the naval service may participate in unit awards tendered by the U.S. Army, U.S. Air Force, or U.S. Coast Guard, providing such awards have been concurred with by CNO/CMC. Requests for Secretarial concurrence should be addressed to SECNAV (NDBDM) via CNO or CMC.

6. Participation of Civilians in Military Unit Awards. Subsequent to 16 March 1969, civilian U.S. citizen employees of the Department of the Navy (DON), assigned to a unit recommended for a Presidential Unit Citation (PUC), NUC or MUC may be nominated for participation in the award provided the officer

recommending the award certifies that they played a key role in the achievement for which the award is recommended.

312. ELIGIBILITY TO WEAR UNIT AWARDS. When a unit award is issued, component, reinforcing or supporting units, which are authorized to participate in the award will be designated. The Commanding Officer of the unit determines individual eligibility to participate in unit awards in accordance with Article 115. The criteria for personnel assigned to those units to wear the unit award is as follows:

1. Presidential Unit Citation, Navy Unit Commendation, and Meritorious Unit Commendation

a. Military personnel:

(1) All personnel permanently assigned or attached to the cited unit who were actually present and participated in the action(s) for which the unit was cited are authorized to wear the ribbon permanently. Eligibility may be established by evidence in service records, such as orders to officers or page five and/or 13 service record entries for enlisted members. In those cases where a determination cannot be made at the local level, requests for award eligibility will be submitted to the BUPERS (PERS-324) or CMC (MMMA).

(2) Transient, limited active duty for training (less than 30 days), special active duty (of limited duration), and temporary duty personnel assigned to the cited unit are normally not eligible. However, exceptions may be made for individuals because of an outstanding need for the skills possessed which were not adequately available within the unit. Such personnel will be authorized participation by CNO/CMC as appropriate upon receipt of a certification from the cited unit's commanding officer that the individual made a direct, recognizable contribution to the performance of the services which qualified the unit for the award.

(3) Reserve augmentees and IMAs assigned to a unit are eligible to receive unit awards and should be specifically considered by Commanding Officers for inclusion as appropriate with the contributory service provided.

b. Civilian personnel, when specifically authorized by SECNAV, may wear the appropriate lapel device, point up. The

command is responsible for ordering the lapel devices to civilians who earned the award.

c. Naval reservists who receive unit awards as civilians, are not eligible to wear the ribbon bars on their naval uniforms.

d. Students are not eligible.

2. Navy "E" Ribbon

a. Military Personnel:

(1) Navy personnel permanently attached to and serving with cited ships and units during the competitive cycle for which the award was given, or any part thereof, are entitled to the award as of 01 July 1974.

(2) Marine Corps personnel who are serving as a part of the ship's detachment or otherwise designated as "ship's company" are eligible. Embarked elements of Marine Corps troops are not eligible for the award.

(3) All selected Reserve personnel permanently attached to and serving with the mobilization augmentation Naval Reserve unit(s) during the competitive cycle for which the award was given, or any part thereof, are entitled to the award provided the individuals concerned performed active duty for training aboard the unit during that competitive cycle.

(4) Reservists performing active duty for training aboard units awarded the "E", but not members of the dedicated Reserve unit(s), and Reservists who were members of the dedicated Reserve unit(s), but who did not perform active duty for training aboard, shall not be eligible for the award.

(5) Transients, temporary duty personnel, and those assigned to the cited ships and squadrons for active duty for training are not eligible for this award.

(6) Embarked personnel, staffs, squadrons or detachments are not eligible.

b. Civilian personnel are not eligible for the Navy "E" Award.

c. Type Commanders, the award authority for the Battle 'E', must adhere to these rules when issuing local directives.

Section 2 - ADMINISTRATIVE PROCEDURES

320. PREPARATION OF RECOMMENDATIONS

1. Recommendations for the PUC, NUC and MUC shall be prepared in naval letter format by the ISIC (or another senior within the chain of command) and will include the following:

a. A narrative justification containing sufficient data, in light of the eligibility criteria, to enable the reviewing and approving authorities to consider them adequately. The narrative should be specific and direct in establishing why the unit has earned this distinction and just what sets this unit apart from its peers.

b. A complete list of all units recommended for participation, including staffs when appropriate, with dates of attachment to the unit recommended for citation. Identify any previous unit awards which have been approved or recommended for any units on the list. If there have been no previous unit awards for the period of the recommendation, a statement to this effect should be included.

c. An estimate of the total number of personnel (officers, enlisted and civilians) who would be eligible to participate in the award should it be approved.

d. On recommendations which nominate civilians for participation, the number should be given in the justification and a list of those civilians nominated along with appropriate justification and a statement that those civilian U.S. citizens are DON employees. (Contract or foreign nationals are not eligible.)

e. A double spaced unclassified proposed citation, without acronyms, upper and lower case, not to exceed one page in length.

f. For PUC recommendations only, include an unclassified summary of the recommendation in narrative form, no more than

three pages, and provide a concise summarization of the justification for the award, including figures on friendly and enemy casualties, numbers of personal awards issued as a result of the action, and a description of damage incurred by both sides.

g. It is not appropriate for the "recommended unit" to originate the nomination for a unit award.

321. SUBMISSION OF RECOMMENDATIONS

1. Recommendations for all PUC, NUC and MUC awards shall be forwarded to the awarding authority through either the administrative (for sustained performance) or operational chain of command (for deployment) as appropriate. If type commander and/or fleet commander in chief are part of appropriate chain of command, the recommendation will be forwarded through them for comment and recommendation. Either CNO (for Navy units) or CMC (for Marine units) will also endorse the recommendation. Effective 6 May 1997, CNO and CMC are delegated authority to approve MUCs'.

2. In the event the recommended unit has operated under a joint commander for any portion of the time included in the recommendation, the recommendation should also be forwarded via the joint commander.

3. For Naval Reserve Units, include the regular Navy commander which the unit supports, under whom the service or act took place, or to whom the unit will report upon mobilization.

4. For any units commanded by a staff corps officer who reports for primary or additional duty to a line commander, that commander must be included as a via addressee.

5. Presidential Unit Citation. All recommendations for this award shall, in addition to the chain of command set forth above, be processed via the commander in chief of the appropriate unified or specified command.

6. Awards to units of other U.S. Armed Forces. Recommendations which include the participation of units of the Army or Air Force shall be forwarded by CNO/CMC for concurrence via the Department of the Army, Headquarters Personnel Command, TAPC-PDA, 200 Stovall Street, Alexandria, Virginia 22332-0471 or Department

of the Air Force, Headquarters AFMPC/DPMAJR 2, 550 C Street West, Suite 12, Randolph AFB, Texas 78150-4714 as appropriate prior to final approval.

7. Awards to Units of Friendly Foreign Nations. Recommendations including the participation of units of friendly foreign nations require the specific concurrence of the American Ambassador and the Defense Attache to the country of the recipient. (See chapter 6 for additional information.)

8. All submissions must include a command point of contact and applicable telephone numbers.

322. LIMITATIONS

1. No unit or part thereof may be awarded more than one unit award, regardless of type (including Joint unit awards), for the same act or service.

2. Recommendations for PUC, NUC and MUC must be submitted within 3 years from the date of the action or service and the award must be made within 5 years thereof. When a recommendation has been initiated and placed in official channels within the time limits prescribed and has become lost, a certified copy of the original recommendation may be resubmitted. If a copy is not available, a statement may be submitted by the originator and the case will be considered on its merits.

323. AWARD ELEMENTS AND ATTACHMENTS

1. Ribbon bars and accompanying citation facsimiles to represent PUC, NUC and MUC are issued to eligible military personnel. Commanding officers will procure ribbon bars. Civilian personnel will be issued a 9/16-inch triangular lapel device and accompanying citation facsimile. There are no medals authorized for these awards.

2. Originals of the citations are held by the cited unit and copies by either CNO (N09B13) or CMC (MMMA). Either command will furnish copies upon request.

3. For officer and enlisted personnel, the appropriate page entry documentation is forwarded to the member for update to the service record.

4. Navy "E" Ribbons are issued to eligible military personnel. There is no medal, citation or certificate to accompany this award. Documentation for service records are made as appropriate.

324. INSIGNIA FOR SHIPS AND UNITS

1. Each separate activity which was part of or attached to a cited unit and participated in one or more of the actions for which the unit was cited, is authorized to display insignia as follows:

a. Pennant. May be flown from the fore truck of a ship from sunrise to sunset when not underway. Shore commands or commands based ashore may fly the pennant from such standard as the commanding officer may designate. The flagship of the cited unit is entitled to fly the pennant irrespective of whether the flagship was a part of the unit and participated in any of the actions for which the unit was cited. A replica of this pennant may be painted in a suitable place on individual ships, planes, tanks, etc., in accordance with type commander instructions.

b. Streamer. Authorized for display under current CNO/CMC directives.

2. Disposition. Ships and units being decommissioned will turn over all streamers and pennants to the Naval Historical Center, Curator Branch, Washington Navy Yard, Bldg 108, 901 M Street SE, Washington, DC 20374-5060 or to Director of Marine Corps History and Museum (HD), Building 58, Washington Navy Yard, 901 M Street SE, Washington, D.C. 20374-5040, as appropriate. A reactivated or recommissioned unit previously cited is authorized to obtain and display appropriate pennants or streamers.

325. LISTS OF CITED SHIPS AND UNITS. A consolidated listing of those ships and units awarded the PUC, Joint MUC, NUC, MUC, HSM, NEM/MCEM, AFEM and Navy "E" Ribbon is maintained by CNO (N09B13) for Navy units and by CMC (MMMA) for Marine Corps units. For questions, these offices are the primary source of information on unit, campaign and service awards. The service record remains the authority for individual receipt of a unit award. The following website lists Navy units: <http://ned.s.nebt.daps.mil>.

Section 3 - REQUIREMENTS

330. SPECIFIC UNIT AWARDS. Listed below are current unit awards authorized for wear by Navy and Marine Corps personnel which can be recommended by Navy and Marine Corps commands. Specific information regarding the Joint Meritorious Unit Award is contained in DOD 1348.33-M of September 1996, Manual of Military Decorations and Awards (NOTAL).

1. PRESIDENTIAL UNIT CITATION

a. Authorization. E.O. 9050, 6 February 1942.

b. Eligibility Requirements. Awarded in the name of the President of the United States to units of the Armed Forces of the United States and co-belligerent nations for extraordinary heroism in action against an armed enemy. The unit must have displayed such gallantry, determination and esprit de corps in accomplishing its mission under extremely difficult and hazardous conditions to have set it apart from and above other units participating in the same campaign. The degree of heroism required is the same as that which would be required for award of a Navy Cross to an individual.

2. NAVY UNIT COMMENDATION

a. Authorization. ALNAV 224 of 18 December 1944.

b. Eligibility Requirements. Awarded by SECNAV to any unit of the Navy or Marine Corps which has distinguished itself by outstanding heroism in action against the enemy, but not sufficient to justify the award of the Presidential Unit Citation; or to any such unit which has distinguished itself by extremely meritorious service not involving combat but in support of military operations, rendering the unit outstanding compared to other units performing similar service. This award may also be conferred upon units of the other branches of the Armed Forces of the United States, and of armed forces of friendly foreign nations serving with the Armed Forces of the United States, provided that such units shall meet the standards established for Navy and Marine Corps units. To justify this award, the unit must have performed service of a character comparable to that which would merit the award of a Silver Star Medal for heroism or a Legion of Merit for meritorious service to an individual.

Normal performance of duty or participation in a large number of combat missions does not in itself justify the award. An award will not be made to a unit for actions of one or more of its component parts, unless the unit performed uniformly as a team in a manner justifying collective recognition.

3. MERITORIOUS UNIT COMMENDATION

a. Authorization. SECNAV Notice 1650 of 17 July 1967.

b. Eligibility Requirements. Awarded by SECNAV, CNO or CMC to any unit of the Navy or Marine Corps which has distinguished itself, under combat or non-combat conditions, by either valorous or meritorious achievement which renders the unit outstanding compared to other units performing similar service, but not sufficient to justify the award of the Navy Unit Commendation. This award may also be conferred upon units of the other branches of the Armed Forces of the United States and of friendly foreign nations serving with the Armed Forces of the United States, provided that such units shall meet the standards established for Navy and Marine Corps units. To justify this award, the unit must have performed service of a character comparable to that which would merit the award of a Bronze Star Medal, or achievement of like caliber in a non-combat situation, to an individual. Normal performance of duty or participation in a large number of combat missions does not in itself justify the award. An award will not be made to a unit for actions of one or more of its component parts, unless the unit performed uniformly as a team in a manner fully justifying collective recognition.

4. NAVY "E" RIBBON

a. Authorization. SECNAV letter Ser 210 of 31 March 1976. (NOTAL)

b. Eligibility Requirements. This ribbon denotes permanent duty on ships or in squadrons that won the Battle Efficiency competitions after 1 July 1974; embarked units are not eligible.