



## DoD MANUAL 1348.33, VOLUME 4

# MANUAL OF MILITARY DECORATIONS AND AWARDS: DoD JOINT DECORATIONS AND AWARDS

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<b>Approved by:</b>	Todd A. Weiler, Assistant Secretary of Defense for Manpower and Reserve Affairs
<b>Change 6 Approved by:</b>	Grier Martin, Performing the Duties of the Assistant Secretary of Defense for Manpower and Reserve Affairs

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**Purpose:** This manual is composed of several volumes, each containing its own purpose. In accordance with the authority in DoD Directive (DoDD) 5124.02 and DoD Instruction (DoDI) 1348.33:

- This manual implements policy, assigns responsibilities, and provides procedures for managing the DoD Military Decorations and Awards Program.
- This volume provides detailed information and procedures for preparing and submitting DoD Joint personal military decorations (PMDs) and awards, including:
  - Defense Distinguished Service Medal (DDSM).
  - Defense Superior Service Medal (DSSM).
  - Defense Meritorious Service Medal (DMSM).
  - Joint Service Commendation Medal (JSCM).
  - Joint Service Achievement Medal (JSAM).
  - Joint Meritorious Unit Award (JMUA).

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## **SECTION 1: GENERAL ISSUANCE INFORMATION**

**1.1. APPLICABILITY.** This issuance applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff (CJCS) and the Joint Staff, the Combatant Commands, the Office of Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this issuance as the “DoD Components”).

**1.2. POLICY.** In accordance with DoDI 1348.33, these award requirements and restrictions apply to the award of DoD Joint PMDs and the JMUA:

a. Service members serving in a DoD Component will be recognized with the applicable PMD for qualifying acts of valor, non-combat heroism, or meritorious service or achievement.

b. In general, only one decoration or service medal of the same type (PMD; Campaign, Expeditionary or Service medal; or Unit award) is authorized for the same act, achievement, or period of service.

(1) A PMD for valor, heroism, or specific achievement within a longer period of meritorious service is not considered duplication, provided the citation for the meritorious service or the accompanying documentation justifying the award does not cite any of the actions for which the valor, heroism, or specific achievement PMD was awarded.

(2) A PMD for deployed meritorious service (e.g., Bronze Star Medal (BSM)) within a longer period of service is not considered duplication, provided the citation or the accompanying documentation justifying an award for the longer period of meritorious service does not cite any of the actions for which the deployed meritorious service PMD was awarded.

(3) Receipt of a unit award or Campaign, Expeditionary, or Service medal for a given period does not preclude an individual from receiving a PMD for the same period.

c. No PMD, medal, or device in place thereof, may be awarded or presented to a person whose service, after they distinguished themselves, has not been honorable in accordance with Section 1136 of Title 10, United States Code (U.S.C.). Refer to Section 8 of DoDI 1348.33 for additional guidance.

d. Unless otherwise stated, only Service members assigned to a joint duty activity (JDA) or joint task force (JTF) headquarters are eligible for the DoD Joint PMDs and awards listed in Table 1 of this issuance.

(1) For JTF headquarters, DoD Joint PMD eligibility is limited to the JTF commander, members of the JTF commander’s staff, and members assigned, attached, or detailed to the JTF headquarters as individuals (not as members of a Service unit).

(2) Individual mobilization augmentees assigned to a JDA or JTF headquarters are eligible for DoD Joint PMDs.

(3) Service members attached, detailed, or assigned on temporary orders to a JDA or JTF as individuals are eligible for DoD Joint decorations for outstanding achievement. Such impact awards should be rare and only awarded for truly outstanding achievement.

(4) Service members permanently assigned to staff or faculty positions of joint-Service schools are eligible for DoD Joint PMDs; students of joint-Service or Service-specific schools are not.

(5) Members of the armed forces of friendly foreign nations assigned, detailed, or attached to a JDA or JTF are eligible for the DMSM, JSCM, and JSAM. See Section 9 of DoDI 1348.33 for further guidance on awards to members of foreign militaries.

(6) Being under the operational control of a JDA or JTF does not constitute eligibility for a DoD Joint PMD or the JMUA.

(7) Members of Military Service-specific units (i.e., Army, Navy, Marine Corps, Air Force, and Space Force) assigned or attached to a JDA or JTF, or under the operational control of a JDA or JTF, are not eligible for DoD Joint PMDs or the JMUA, but retain eligibility for PMDs and unit awards from their respective parent Military Service.

(a) Personnel assigned to Military Service Components that are subsequently attached to a JDA or JTF for administrative or exercise purposes are not eligible for DoD Joint PMDs or the JMUA.

(b) Individual Service members performing as part of a unit whose mission is Military Service-specific (e.g., mobile training teams) are not eligible for DoD PMDs or the JMUA.

(8) Eligibility for DoD Joint PMDs or the JMUA does not constitute eligibility for joint duty assignment credit, in accordance with Section 668 of Title 10, U.S.C.

e. DoD Joint PMDs are typically awarded for meritorious service, recognizing an individual's entire period of joint assignment, but under exceptional circumstances, may be awarded as impact awards to recognize a specific act or outstanding achievement separate and distinct from regularly assigned duties.

(1) Impact award recommendations should be submitted only when the achievement is of such magnitude that delaying such recognition until completion of the individual's tour of duty would diminish the significance of the recognition.

(2) Only under the most unusual circumstances will the DDSM, DSSM, or DMSM be awarded as an impact award for outstanding achievement to members temporarily assigned to a JDA or JTF. The DDSM, DSSM, and DMSM are intended to recognize an individual's accomplishments over a sustained period.

f. DoD Joint PMDs may not be awarded to any Service member for an act, achievement, or period of service for which a Service-specific PMD has been awarded. Likewise, no Service-specific PMD may be awarded to a Service member for an act, achievement, or period of service for which a DoD Joint PMD has been awarded.

g. Service members who meet DoD Joint PMD eligibility criteria may be awarded a DoD Joint PMD upon separation or retirement.

(1) Retirement must not be used to justify a higher level decoration than the actual service, achievement, or tenure in the joint assignment supported.

(a) The period of award must only cover the member's tenure in the joint assignment.

(b) Award recommendations must be based purely on the nominee's achievements or service during their current joint tour, and not on the nominee's previous assignments or entire career.

(2) In lieu of a DoD Joint PMD, a Service member may be nominated for a PMD from their parent Military Service if the retirement from military service coincides with the conclusion of the joint duty assignment. However, this exception does not permit a Service member to receive multiple PMDs for the same period of service.

h. Unless otherwise stated, a Service member who is individually assigned, detailed, or attached to a JDA or JTF will not be recommended for a PMD through their parent Military Service or a sister Military Service unless an appropriate DoD Joint PMD does not exist.

(1) DoD Joint PMDs will not be used to recognize valorous acts meriting recognition above the JSCM-level. Members assigned to JDAs or JTFs who perform valorous acts warranting recognition above the JSCM-level will be recommended for the appropriate PMD for valor through their respective parent Military Service. Refer to Section 4 of this issuance for information regarding valor recognition.

(2) In accordance with Executive Order (E.O.) 12019, the DMSM is awarded for "non-combat meritorious service or achievement." The DMSM will not be used to recognize meritorious service or achievement under combat conditions. The BSM is the appropriate PMD to recognize meritorious service or achievement under combat conditions at the DMSM level. Such BSM recommendations will be submitted through the Service member's parent Military Service. Refer to Section 5 of this issuance for additional information regarding recognition for meritorious service or achievement under combat conditions.

i. Exception to policy (ETP) requests for award of the DSSM, DMSM, JSCM, or JSAM should be limited to those Service members who, in the opinion of the award authority, are performing joint duties in accordance with the definition of joint matters contained in Section 668 of Title 10, U.S.C.

**Table 1: DoD Joint PMDs and Awards (in Order of Precedence)**

<b>Title of Decoration or Award</b>	<b>Category of Award</b>
Defense Distinguished Service Medal	DoD Joint Personal Military Decoration
Defense Superior Service Medal	DoD Joint Personal Military Decoration
Defense Meritorious Service Medal	DoD Joint Personal Military Decoration
Joint Service Commendation Medal	DoD Joint Personal Military Decoration
Joint Service Achievement Medal	DoD Joint Personal Military Decoration
Joint Meritorious Unit Award	DoD Joint Unit Award

**1.3. INFORMATION COLLECTIONS.** The award packages referred to throughout this volume do not require licensing with a report control symbol in accordance with Volume 1 of DoD Manual 8910.01.

**1.4. SUMMARY OF CHANGE 6.** This change revises the language used in Joint award citations (Figures 3 and 4) and updates references.



## **SECTION 2: RESPONSIBILITIES**

**2.1. ASSISTANT SECRETARY OF DEFENSE FOR MANPOWER AND RESERVE AFFAIRS (ASD(M&RA)).** Under the authority, direction, and control of the Under Secretary of Defense for Personnel and Readiness, the ASD(M&RA):

- a. Develops and maintains DoD policies and procedures governing the DoD Military Decorations and Awards Program.
- b. Ensures the DoD Components' implementing guidance conforms to pertinent statutes, E.O.s, regulations, and DoD policy.
- c. Adjudicates ETP requests regarding DoD Joint PMDs and JMUA recommendations not specifically delegated to personnel in Paragraphs 2.2 through 2.7 of this issuance.

**2.2. DIRECTOR OF ADMINISTRATION AND MANAGEMENT (DA&M).** The DA&M:

- a. Processes all individual DoD Joint PMD and JMUA recommendations not administered by the CJCS or Combatant Commanders (CCDRs), including all DDSMs and other DoD Joint PMDs and JMUA's originating from within OSD, the Defense Agencies, and the DoD Field Activities.
- b. Adjudicates:
  - (1) Individual ETP requests for all DoD Joint PMD recommendations not managed by the CJCS. This authority may be delegated to the Director, Washington Headquarters Services (WHS), but may not be delegated further.
  - (2) JMUA recommendations for JDAs that do not report directly to or through the CJCS, including ETP requests.
  - (3) Requests for award authority delegation for DoD Joint PMDs based on existing policy for JDAs that do not report directly to or through the CJCS.

**2.3. DIRECTOR, DEFENSE LOGISTICS AGENCY.** Under the authority, direction, and control of the Under Secretary of Defense for Acquisition and Sustainment, the Director, Defense Logistics Agency, procures and stocks DoD Joint PMDs and unit awards (i.e., DDSM, DSSM, DMSM, JSCM, and JSAM medal sets; and JMUA ribbons) for procurement by the DoD Components.

**2.4. SECRETARIES OF THE MILITARY DEPARTMENTS.** The Secretaries of the Military Departments:

- a. Establish procedures in their respective departments to ensure compliance with applicable statutes, E.O.s, Federal regulations, and the policies and procedures outlined in DoDI 1348.33 and this volume.
- b. Enter into the official military personnel files of Service members the DoD Joint PMDs awarded under competent Secretary of Defense authority.
- c. Notify the applicable DoD Joint PMD award authority of DoD Joint PMDs suspected of being awarded under improperly applied criteria or authority for adjudication by the applicable Secretary of Defense award authority.

**2.5. SECRETARY OF THE ARMY.** In addition to the responsibilities in Paragraph 2.4. of this issuance, the Secretary of the Army:

- a. Provides heraldic support for the design of flags, insignia, badges, medals, seals, decorations, guidons, streamers, final pieces for flagstaves, buttons, buckles, awards, trophies, marks, emblems, rosettes, scrolls, braids, ribbons, knots, tabs, cords, and similar items as authorized by Section 7594 of Title 10, U.S.C.
- b. Advises DoD on matters of heraldry.
- c. Prescribes regulations providing for reimbursement for services furnished.
- d. Acts on the behalf of DoD in establishing regulations that govern the control of manufacture and quality of decorations.

**2.6. CJCS.** The CJCS:

- a. Establishes procedures to ensure compliance with applicable statutes, E.O.s, Federal regulations, and the policies and procedures outlined in DoDI 1348.33 and this volume.
- b. Processes individual DDSM recommendations for Service members assigned to joint commands or organizations reporting to or through the CJCS.
- c. Acts upon individual DSSM, DMSM, JSCM, and JSAM recommendations from joint commands or organizations reporting to or through the CJCS, to include the Combatant Commands, that have not been delegated approval authority for the applicable DoD Joint PMD.
- d. Acts upon JMUA recommendations for units assigned to joint commands or organizations reporting to or through the CJCS, to include the Combatant Commands.

e. Adjudicates ETP requests, for Service members assigned to joint commands or organizations reporting to or through the CJCS that have not been delegated applicable ETP approval authority, for award of the:

- (1) DSSM, DMSM, JSCM, and JSAM.
- (2) JMUA.

**2.7. CCDRS.** The CCDRs:

- a. Establish procedures to ensure compliance with applicable statutes, E.O.s, Federal regulations, and the policies and procedures outlined in DoDI 1348.33 and this volume.
- b. Act upon individual DoD Joint PMD recommendations for award of the DSSM and below for Service members assigned to their respective headquarters or JDAs directly under their administrative control.
- c. Adjudicate individual DoD Joint PMD ETP requests for award of the DMSM and below to Service members assigned to their respective headquarters or JDAs directly under their administrative control.

## **SECTION 3: PROCEDURES**

### **3.1. DDSM.**

**a. Introduction.** The DDSM, established by E.O. 11545, is the highest precedence DoD Joint PMD.

**b. Award Category.** DoD Joint PMD.

**c. Award Criteria and Eligibility Requirements.**

(1) The DDSM, in accordance with E.O. 11545, may be awarded by the Secretary of Defense to a member of the U.S. Armed Forces who performs exceptionally meritorious service in a duty of great responsibility with the OSD, the Organization of the Joint Chiefs of Staff, a Combatant Command, a Defense Agency, or for any such other JDA as designated by the Secretary of Defense.

(2) The DDSM, in accordance with guidance in the June 3, 2003 Secretary of Defense Memorandum, is normally awarded to recognize only the most senior members of the U.S. Armed Forces whose:

(a) Duties bring them in direct and frequent contact with the Secretary of Defense and other senior government officials.

(b) Exceptional performance of duty and contributions to national security or defense have been at the highest levels.

(c) Examples of such senior government officials are the:

1. Deputy Secretary of Defense.
2. CJCS.
3. CCDRs.
4. Secretaries of the Military Departments.
5. Chiefs and Vice Chiefs of the Military Services.
6. Chief, National Guard Bureau (NGB).

(d) Normally, such senior members have direct and ultimate responsibility for a major activity or program that significantly influences the policies of the U.S. Government.

(3) The DDSM may be awarded to other senior members who serve in positions of great responsibility, or to a member whose direct and individual contributions to national security or

defense are recognized as being so exceptional in scope and value as to be equivalent to contributions normally associated with positions encompassing broader responsibilities.

(4) The DDSM is intended to recognize exceptionally meritorious service and to honor an individual's accomplishments over a sustained period. It is normally awarded for a period of time greater than 12 months, encompassing the nominee's entire joint assignment, including any extensions. Only under the most unusual circumstances will the DDSM be awarded for a period of temporary duty.

(5) Refer to Paragraphs 1.2.b. through 1.2.g. of this issuance for requirements and restrictions regarding award of DoD Joint PMDs.

(6) The DDSM may be awarded with the "C" device to recognize exceptionally meritorious service or achievement performed under combat conditions on or after January 7, 2016. The award narrative must clearly show that the nominee was personally exposed to hostile action or under significant risk of hostile action:

- (a) While engaged in 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.

**d. Foreign Military Personnel.** E.O. 11545 limits award of the DDSM to members of the U.S. Armed Forces.

**e. Procedures.**

(1) DDSM recommendations for members of the Joint Staff or the Combatant Command Headquarters or JDAs reporting to or through the CJCS will be processed through the CJCS for recommendation to the Secretary of Defense. These recommendations will not be boarded at the Joint Staff level. The CJCS will forward recommendations to the Assistant Director, Military Personnel Division, Human Resources Directorate (HRD), WHS, for boarding and processing.

(2) All other DDSM recommendations will be submitted to the Assistant Director, Military Personnel Division, HRD, WHS, for boarding and processing. Recommendations require the signature of the Secretary of the Military Department concerned, applicable Under Secretary of Defense, Assistant Secretary of Defense, General Counsel of the Department of Defense, Inspector General of the Department of Defense, or Director.

(a) In their absence, the Principal Deputy may sign the DDSM award recommendation.

(b) Recommendations will be submitted to the Assistant Director, Military Personnel Division, HRD, WHS no later than 90 days before the desired presentation date.

(3) See Sections 4 and 5 of this volume for detailed information on submitting and preparing DDSM award recommendations respectively.

**f. Approval Authority.** The DDSM is only approved by the Secretary of Defense.

**g. Posthumous Award.** The DDSM may be awarded posthumously and presented to the next of kin (NOK).

**h. Order of Precedence.** The DDSM is worn after the Military Service Crosses (i.e., Distinguished Service Cross, Navy Cross, or Air Force Cross) and before the Military Distinguished Service Medals (i.e., Army Distinguished Service Medal, Navy Distinguished Service Medal, and Air Force Distinguished Service Medal).

**i. Subsequent Awards.** Individuals are only presented a DDSM upon initial award. Subsequent awards are denoted through wear of authorized devices.

**j. Authorized Devices.** Refer to Appendix 3B, Figure 1 of this issuance, for device placement.

(1) **“C” Device.** The “C” device will only be awarded to indicate award was made for meritorious service or achievement under combat conditions occurring on or after January 7, 2016.

(a) Only one “C” device is worn to indicate initial award. The “C” device will be centered on the suspension ribbon if not worn with any other devices. Subsequent awards for meritorious service under combat conditions are indicated by oak-leaf clusters or Arabic numerals.

(b) The “C” device, when worn with Arabic numerals or oak-leaf clusters, will be to the wearer’s right.

(2) **Arabic Numerals (Bronze or Gold).** When the “C” device is worn in combination with oak-leaf clusters and the total number of devices exceeds four, then Arabic numerals (bronze or gold) are worn in place of the oak-leaf clusters to indicate the number of subsequent awards.

(3) **Oak-Leaf Clusters (Bronze or Silver).** Oak-leaf clusters, 13/32 inches in length, are worn on the suspension and service ribbon of the medal with the stems of the leaves pointing to the wearer’s right to denote subsequent awards.

(a) A bronze oak-leaf cluster is worn to designate a subsequent award. No more than four bronze oak-leaf clusters may be worn.

(b) A silver oak-leaf cluster is worn in lieu of five bronze oak-leaf clusters. Silver oak-leaf clusters are worn to the wearer’s right of a bronze oak-leaf cluster.

(c) Oak-leaf clusters will be centered on the suspension ribbon when not worn with the “C” device.

(d) Oak-leaf clusters, when worn with the “C” device, will be to the wearer’s left and the devices will be evenly spaced on the suspension or service ribbon.

1. If the total number of devices exceeds four, then Arabic numerals will be used to indicate subsequent awards rather than oak-leaf clusters.

2. Silver oak-leaf clusters are not authorized with the “C” device. Use Arabic numerals to indicate subsequent awards rather than silver oak-leaf clusters.

**k. Illustration and Description.** See Appendix 3A of this issuance.

### **3.2. DSSM.**

**a. Introduction.** The DSSM, established by E.O. 11904, is the second highest precedence DoD Joint PMD.

**b. Award Category.** DoD Joint PMD.

**c. Award Criteria and Eligibility Requirements.**

(1) The DSSM, in accordance with E.O. 11904, may be awarded by the Secretary of Defense to any Service member who has rendered superior meritorious service in a position of significant responsibility with the OSD, the Organization of the Joint Chiefs of Staff, a Combatant Command, a Defense Agency, or such other JDA as may be designated by the Secretary of Defense.

(2) In accordance with the guidance in the July 1, 2003 DA&M Memorandum, subsequent to the guidance in the June 3, 2003 Secretary of Defense Memorandum, the nominee’s contributions must be at the highest level and reflect superior meritorious service in a position of significant responsibility.

(3) Refer to Paragraphs 1.2.b. through 1.2.g. of this issuance for requirements and restrictions regarding award of DoD Joint PMDs.

(4) The DSSM may be awarded with the “C” device to recognize exceptionally meritorious service or achievement performed under combat conditions on or after January 7, 2016. The award narrative must clearly show that the nominee was personally exposed to hostile action or under significant risk of hostile action:

- (a) While engaged in 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.

(5) The DSSM for specific achievement may be awarded with the “R” device to distinguish that the award was earned for the direct hands-on employment of a weapons system or other warfighting activities that had a direct and immediate impact on a combat operation or other military operation (i.e., outcome of an engagement or specific effects on a target), including Title 10, U.S.C., support of non-Title 10, U.S.C., operations, and operations authorized by an approved execute order. To be designated as such, the action must have been performed through any domain, in circumstances that did not expose the individual to hostile action, or place them at significant risk of exposure to hostile action, on or after January 7, 2016, under one of these conditions:

- (a) While engaged in military operations against an enemy of the United States;
- (b) While engaged in military operations involving conflict against an opposing foreign force; or
- (c) While serving with friendly foreign forces engaged in military operations with an opposing armed force in which the United States is not a belligerent party.

(6) The DSSM is the DoD Joint PMD equivalent of the Legion of Merit and should be awarded accordingly.

(7) The DSSM is intended to recognize superior meritorious service and to honor an individual’s accomplishments over a sustained period. It is normally awarded for a period of time greater than 12 months, encompassing the nominee’s entire joint assignment, including any extensions. Only under the most unusual circumstances will the DSSM be awarded as an impact award for outstanding achievement.

**d. Foreign Military Personnel.** E.O. 11904 limits award of the DSSM to members of the U.S. Armed Forces.

**e. Procedures.**

(1) DSSM recommendations approved by the CJCS will be processed entirely by the Joint Staff.

(2) DSSM recommendations approved by a CCDR will be processed entirely by the applicable Combatant Command.

(3) All other DSSM recommendations will be forwarded to the Assistant Director, Military Personnel Division, HRD, WHS, for processing. Recommendations will be submitted no later than 90 days before the desired presentation date. Refer to Section 4 and Section 5 of this issuance for information on preparing and submitting DSSM award recommendations respectively.

(4) ETP requests will include an explanation as to how the Service member’s actions resulted in the performance of joint duties in accordance with the definition of joint matters contained in Section 668 of Title 10, U.S.C. Requests for ETPs or determinations regarding eligibility for the DSSM will be forwarded to:



(a) The Director, Joint Staff (DJS), for the CJCS, for organizations or activities that report to or through the CJCS, to include the Combatant Commands. Disapproval of an ETP request may be made at any level of command.

(b) The DA&M for all other organizations or activities. Disapproval of an ETP request may be made at any level of command.

**f. Approval Authority.**

(1) The CJCS, for Service members assigned to the Joint Staff, and those Service members assigned to joint organizations falling under the CJCS. This authority may be delegated to the DJS, but may not be delegated further.

(2) The applicable CCDR, for Service members assigned as permanent members of their organizations and those Service members assigned to joint organizations falling under the administrative control of the CCDR. This authority may be delegated, in writing, to subordinate operational commanders in the grade of O-10.

(3) The DA&M, for all other qualifying Service members. This authority may be delegated to the Director, WHS, but may not be delegated further.

**g. Posthumous Award.** The DSSM may be awarded posthumously and presented to the NOK.

**h. Order of Precedence.** The DSSM is worn after the Silver Star Medal and before the Legion of Merit.

**i. Subsequent Awards.** Individuals are only presented a DSSM upon initial award. Subsequent awards are denoted through wear of authorized devices.

**j. Authorized Devices.** Refer to Appendix 3B, Figure 1 of this issuance, for device placement.

(1) **“C” Device.** The “C” device will only be awarded to indicate award was made for meritorious service under combat conditions performed on or after January 7, 2016.

(a) Only one “C” device is worn to indicate initial award. The “C” device will be centered on the suspension ribbon if not worn with any other devices. Subsequent awards for meritorious service under combat conditions are indicated by oak-leaf clusters or Arabic numerals.

(b) The “C” device, when worn with the “R” device, Arabic numerals, or oak-leaf clusters, will be worn to the wearer’s right.

(2) **“R” Device.** The “R” device will be awarded to indicate an award for specific achievement was made for remote impacts on combat operations occurring on or after January 7, 2016. (See “R” device award criteria.)

(a) Only one “R” device is worn to indicate initial award. The “R” device will be centered on the suspension ribbon if not worn with any other devices.

(b) The “R” device, when worn with the “C” device, Arabic numerals, or oak-leaf clusters, will be worn to the wearer’s left of the “C” device and to the wearer’s right of oak-leaf clusters or Arabic numerals.

**(3) Arabic Numerals (Bronze or Gold).** When the “C” device or “R” device is worn in combination with oak-leaf clusters and the total number of devices exceeds four, then Arabic numerals (bronze or gold) are worn in place of the oak-leaf clusters to indicate the number of subsequent awards.

**(4) Oak-Leaf Clusters (Bronze or Silver).** Oak-leaf clusters, 13/32 inches in length, are worn on the suspension and service ribbon of the medal with the stems of the leaves pointing to the wearer’s right to denote subsequent awards.

(a) A bronze oak-leaf cluster is worn to designate a subsequent award. No more than four bronze oak-leaf clusters may be worn.

(b) A silver oak-leaf cluster is worn in lieu of five bronze oak-leaf clusters. Silver oak-leaf clusters are worn to the wearer’s right of a bronze oak-leaf cluster.

(c) Oak-leaf clusters will be centered on the suspension ribbon when not worn with the “C” device.

(d) Oak-leaf clusters, when worn with the “C” device, will be to the wearer’s left and the devices will be evenly spaced on the suspension or service ribbon.

1. If the total number of devices exceeds four, then Arabic numerals will be used to indicate subsequent awards rather than oak-leaf clusters.

2. Silver oak-leaf clusters are not authorized with the “C” device. Use Arabic numerals to indicate subsequent awards rather than silver oak-leaf clusters.

**k. Illustration and Description.** See Appendix 3A of this issuance.

### **3.3. DMSM.**

**a. Introduction.** The DMSM, established by E.O. 12019, is the third highest precedence DoD Joint PMD.

**b. Award Category.** DoD Joint PMD.

**c. Award Criteria and Eligibility Requirements.**

(1) The DMSM, in accordance with E.O. 12019, may be awarded by the Secretary of Defense to any member of the Armed Forces of the United States, or to any member of the

armed forces of a friendly foreign nation, who has rendered outstanding non-combat meritorious achievement or service while assigned to the OSD, the Organization of the Joint Chiefs of Staff, a Combatant Command, a Defense Agency, or other such JDA as may be designated by the Secretary of Defense.

(2) The required outstanding meritorious service or achievement, while of a lesser degree than that required for award of the DSSM, must have been accomplished with distinction.

(3) Refer to Paragraphs 1.2.b. through 1.2.g. of this issuance for requirements and restrictions regarding award of DoD Joint PMDs.

(4) The DMSM may only be awarded for “non-combat meritorious service or achievement” in accordance with E.O. 12019. The DMSM may be awarded in a combat zone or combat theater. However, Service members assigned, detailed, or attached to a JDA or JTF who perform meritoriously under combat conditions or who perform combat actions warranting recognition at the DMSM-level should be recommended for award of the BSM in accordance with procedures outlined in the governing regulations of the nominee’s respective Military Department.

(5) The DMSM is normally awarded to recognize outstanding meritorious service and is intended to honor an individual’s accomplishments over a sustained period. It is normally awarded for a period of time greater than 12 months, encompassing the nominee’s entire joint assignment, including any extensions. The DMSM, when awarded for outstanding achievement, should provide clear and concise justification as to why an impact award is warranted.

(6) The DMSM for specific achievement may be awarded with the “R” device to distinguish that the award was earned for the direct hands-on employment of a weapons system or other warfighting activities that had a direct and immediate impact on a combat operation or other military operation (i.e., outcome of an engagement or specific effects on a target), including Title 10, U.S.C., support of non-Title 10, U.S.C., operations, and operations authorized by an approved execute order. To be designated as such, the action must have been performed through any domain, in circumstances that did not expose the individual to hostile action, or place them at significant risk of exposure to hostile action, on or after January 7, 2016, under one of these conditions:

- (a) While engaged in military operations against an enemy of the United States;
- (b) While engaged in military operations involving conflict against an opposing foreign force; or
- (c) While serving with friendly foreign forces engaged in military operations with an opposing armed force in which the United States is not a belligerent party.

**d. Foreign Military Personnel.** E.O. 12019 authorizes award of the DMSM to members of the armed forces of friendly foreign nations. See DoDI 1348.33 for procedures for awarding the DMSM to eligible foreign military personnel.

**e. Procedures.**

(1) DMSM recommendations will be submitted to the appropriate approval authority for processing. In those instances where the approval authority rests with the DA&M or the CJCS, the recommendation will be submitted for processing to the Assistant Director, Military Personnel Division, HRD, WHS, or the DJS no later than 90 days before the desired presentation date. Refer to Sections 4 and 5 of this volume for information on preparing and submitting DMSM award recommendations.

(2) ETP requests will include an explanation as to how the Service member's actions resulted in the performance of joint duties in accordance with the definition of joint matters contained in Section 668 of Title 10, U.S.C. Requests for ETPs or determinations regarding eligibility for the DMSM will be forwarded to the DA&M or to the DJS, for the CJCS, for organizations or activities that report to or through the CJCS. Disapproval of any ETP requests may be made at any level of command.

(a) The CCDR may approve an ETP request for award of the DMSM for Service members under their command authority. This authority may be delegated, in writing, to Deputy Commanders and the Chiefs of Staffs of the Combatant Commands.

(b) Provided that the Supreme Allied Commander, Europe, is a U.S. military officer, the commander may approve an ETP request for the DMSM for Service members under their command authority. This authority may be delegated, in writing, to the Deputy Supreme Allied Command Europe or Deputy Chief of Staff, Supreme Allied Command Europe, provided that they are U.S. military officers.

**f. Approval Authority.**

(1) The DMSM will be awarded in the name of the Secretary of Defense. Authority to award the DMSM to any member of the Armed Forces of the United States is hereby delegated to:

- (a) The DA&M for Service members assigned to:
  - 1. The OSD.
  - 2. The DoD Field Activities.
  - 3. The joint DoD activities that report directly to an OSD Principal Staff Assistant (PSA).
  - 4. The joint DoD activities for which the Secretary of a Military Department has been designated as the Executive Agent (EA).
  - 5. The multilateral and bilateral organizations.

6. Any other offices in the Executive Branch, the Executive agencies and departments, or the independent establishments and U.S. Government corporations, in accordance with the United States Government Manual (<http://www.usgovernmentmanual.gov>).

(b) The DJS, on behalf of the CJCS, for Service members assigned to the Joint Staff and those agencies and activities reporting directly to the CJCS that are not delegated approval authority for that decoration.

(c) The CCDRs, for Service members assigned to their respective headquarters or JDAs directly under their operational control. They also may approve the award for a JTF commander, their staff, and other Service members attached or detailed to a JTF as individuals (not as members of an assigned or attached unit).

(d) The Supreme Allied Commander, Europe; the Supreme Allied Commander, Transformation; the U.S. Representative to the Military Committee, North Atlantic Treaty Organization (NATO); the Defense Advisor, U.S. Mission NATO; and the Commander, North American Aerospace Defense Command (NORAD) provided they are U.S. military officers, for Service members assigned in their respective headquarters or associated agencies.

(e) The Directors of Defense Agencies for Service members assigned to their respective agencies.

(f) The Commander, U.S. Forces Korea, for Service members assigned to their headquarters or JDAs reporting directly to that command.

(g) The President, National Defense University (NDU), for Service members assigned to the University, the National War College, and the Industrial College of the Armed Forces. Service members permanently assigned to staff or faculty positions are eligible; students are not.

(h) The Commandant, Joint Forces Staff College, for Service members assigned to that college. Service members permanently assigned to staff or faculty positions are eligible; students are not.

(i) The Chief, NGB for:

1. Service members permanently assigned to the Office of the Chief, NGB, and National Guard Joint Staff.

2. Service members at the National Guard Joint Force Headquarters – State (NG JFHQs-State) assigned to a joint duty assignment list (JDAL) position as published on the JDAL pursuant to DoDI 1300.19 or assigned to a position on a joint manpower document established by the CJCS in accordance with Paragraphs 6.a. and 6.b of Enclosure 4 of DoDD 5105.83. All other DMSM award nominations for members assigned to the joint staff element of the NG JFHQs-State as defined by DoDD 5105.83, will be processed through the Chief, NGB, to the DA&M in accordance with ETP procedures contained in this manual.

(2) That authority may be delegated further, in writing, at the discretion of an approval authority in Paragraphs 3.3.f.(1)(a) through 3.3.f.(1)(i) of this issuance to general or flag officers of the U.S. Armed Forces in the grade of O-7 or civilian equivalents when they occupy established subordinate command or staff positions.

**g. Posthumous Award.** The DMSM may be awarded posthumously and presented to the NOK.

**h. Order of Precedence.** The DMSM is worn after the Purple Heart and before the Meritorious Service Medal.

**i. Subsequent Awards.** Individuals are only presented a DMSM upon initial award. Subsequent awards are denoted through wear of authorized devices.

**j. Authorized Devices.** Refer to Appendix 3B, Figure 1 of this issuance, for device placement.

(1) **“R” Device.** The “R” device will only be awarded to indicate an award for specific achievement was made for remote impacts on combat operations occurring on or after January 7, 2016.

(a) Only one “R” device is worn to indicate initial award. The “R” device will be centered on the suspension ribbon if not worn with any other devices.

(b) The “R” device, when worn with Arabic numerals or oak-leaf clusters, will be worn to the wearer’s right of the Arabic numerals or oak-leaf clusters.

(2) **Arabic Numerals (Bronze or Gold).** When the “R” device is worn in combination with oak-leaf clusters and the total number of devices exceeds four, then Arabic numerals (bronze or gold) are worn in place of the oak-leaf clusters to indicate the number of subsequent awards.

(3) **Oak-Leaf Clusters (Bronze or Silver).** Oak-leaf clusters, 13/32 inches in length, are worn on the suspension and service ribbon of the medal with the stems of the leaves pointing to the wearer’s right to denote subsequent awards.

(a) A bronze oak-leaf cluster is worn to designate a subsequent award. No more than four bronze oak-leaf clusters may be worn.

(b) A silver oak-leaf cluster is worn in lieu of five bronze oak-leaf clusters. Silver oak-leaf clusters are worn to the wearer’s right of a bronze oak-leaf cluster.

(c) Oak-leaf clusters will be centered on the suspension ribbon when not worn with the “R” device.

(d) Oak-leaf clusters, when worn with the “R” device, will be to the wearer’s left and the devices will be evenly spaced on the suspension or service ribbon.

1. If the total number of devices exceeds four, then Arabic numerals will be used to indicate subsequent awards rather than oak-leaf clusters.

2. Silver oak-leaf clusters are not authorized with the “R” device. Use Arabic numerals to indicate subsequent awards rather than silver oak-leaf clusters.

**k. Illustration and Description.** See Appendix 3A of this issuance.

### **3.4. JSCM.**

**a. Introduction.** The JSCM is the fourth highest precedence DoD Joint PMD.

**b. Award Category.** DoD Joint PMD.

**c. Award Criteria and Eligibility Requirements.**

(1) The JSCM may be awarded in the name of the Secretary of Defense to members of the U.S. Armed Forces who, while assigned to a JDA after January 1, 1963, distinguished themselves by meritorious service or achievement.

(2) If awarded for an act(s) of valor the JSCM will be awarded with the “V” device. The award narrative must clearly show that the nominee performed a valorous act(s) above what is normally expected while engaged in direct combat with an enemy of the United States, or an opposing foreign or armed force, with exposure to enemy hostilities and personal risk. See Section 4 of DoDI 1348.33, for additional information regarding valor decorations.

(3) Refer to Paragraphs 1.2.b. through 1.2.g. of this issuance for requirements and restrictions regarding award of DoD Joint PMDs.

(4) The JSCM may be awarded with the “C” device to recognize meritorious service or achievement performed under combat conditions on or after January 7, 2016. The award narrative must clearly show that the nominee was personally exposed to hostile action or under significant risk of hostile action:

(a) While engaged in 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.

(5) The JSCM for specific achievement may be awarded with the “R” device to distinguish that the award was earned for the direct hands-on employment of a weapons system or other warfighting activities that had a direct and immediate impact on a combat operation or other military operation (i.e., outcome of an engagement or specific effects on a target), including Title 10, U.S.C., support of non-Title 10, U.S.C., operations, and operations authorized

by an approved execute order. To be designated as such, the action must have been performed through any domain, in circumstances that did not expose the individual to hostile action, or place them at significant risk of exposure to hostile action, on or after January 7, 2016, under one of these conditions:

- (a) While engaged in military operations against an enemy of the United States;
- (b) While engaged in military operations involving conflict against an opposing foreign force; or
- (c) While serving with friendly foreign forces engaged in military operations with an opposing armed force in which the United States is not a belligerent party.

(6) The JSCM, when awarded for meritorious service, is intended to honor an individual's accomplishments over a sustained period. It is normally awarded for a period of time greater than 12 months, encompassing the nominee's entire joint assignment, including any extensions.

**d. Foreign Military Personnel.** The JSCM may be awarded to members of the armed forces of friendly foreign nations. See DoDI 1348.33 for procedures for awarding the JSCM to eligible foreign military personnel.

**e. Procedures.**

(1) JSCM recommendations will be submitted to the appropriate approval authority for processing. In those instances where the approval authority rests with the DA&M or the CJCS, the recommendation will be submitted for processing to the Assistant Director, Military Personnel Division, HRD, WHS, or the DJS no later than 90 days before the desired presentation date. Refer to Sections 4 and 5 of this volume for additional information on preparing and submitting DoD Joint PMD recommendations.

(2) ETP requests will include an explanation as to how the Service member's actions resulted in the performance of joint duties in accordance with the definition of joint matters contained in Section 668 of Title 10, U.S.C. Requests for ETPs or determinations regarding eligibility for the JSCM will be forwarded to the DA&M or to the DJS, for the CJCS, for organizations or activities that report to or through the CJCS. Disapproval of any ETP requests may be made at any level of command.

(a) The CCDR may approve an ETP request for award of the JSCM for Service members under their command authority. This authority may be delegated, in writing, to Deputy Commanders and the Chiefs of Staffs of the Combatant Commands.

(b) Provided that the Supreme Allied Commander, Europe, is a U.S. military officer, the commander may approve an ETP request for the JSCM for Service members under their command authority. This authority may be delegated, in writing, to the Deputy Supreme Allied Command Europe or Deputy Chief of Staff, Supreme Allied Command Europe, provided that they are U.S. military officers.



**f. Approval Authority.**

(1) The JSCM will be awarded in the name of the Secretary of Defense. Authority to award the JSCM is hereby delegated to:

(a) The DA&M for Service members assigned to:

1. The OSD;
2. The DoD Field Activities;
3. The joint DoD activities that report directly to an OSD PSA;
4. The joint DoD activities for which the Secretary of a Military Department has been designated as the EA;
5. The multilateral and bilateral organizations; or
6. Any other offices in the Executive Branch, the Executive agencies and departments, or the independent establishments and U.S. Government corporations, in accordance with the United States Government Manual (<http://www.usgovernmentmanual.gov>).

(b) The DJS, for the CJCS, for members of U.S. Armed Forces assigned directly to the Joint Staff and to those JDAs reporting directly to the CJCS, or the Joint Staff, that are not delegated approval authority.

(c) The CCDR for members of the U.S. Armed Forces assigned directly to their respective headquarters or JDAs directly under their operational control. They also may approve that award for a JTF commander, their staff, and other Service members attached or detailed to a JTF as individuals (not as members of an assigned or attached unit).

(d) The Supreme Allied Commander, Europe; the Supreme Allied Commander, Transformation; the U.S. Representative to the Military Committee, NATO; the Defense Advisor, U.S. Mission NATO; and the Commander of NORAD, provided they are U.S. military officers, for Service members assigned to their respective commands or associated agencies.

(e) The Directors of Defense Agencies for Service members assigned to their respective agencies.

(f) The Commander, U.S. Forces Korea, for Service members assigned to their headquarters and to those JDAs reporting directly to that command.

(g) The President, NDU, for Service members assigned to the University, National War College, and the Industrial College of the Armed Forces. Service members permanently assigned to staff or faculty positions are eligible; students are not.

(h) The Commandant, Joint Forces Staff College, for Service members assigned to the college. Service members permanently assigned to staff or faculty positions are eligible; students are not.

(i) The Executive Director, Military Postal Service Agency, for Service members assigned to their agency.

(j) The Commander, United States Military Entrance Processing Command (USMEPCOM), for Service members assigned to USMEPCOM.

(k) The Chief, NGB, for:

1. Service members permanently assigned to the Office of the Chief, NGB and National Guard Joint Staff.

2. Service members at the NG JFHQs-State assigned to a JDAL position pursuant to DoDI 1300.19 or assigned to a position on a joint manpower document established by the CJCS in accordance with Paragraphs 6.a. and 6.b. of Enclosure 4 of DoDD 5105.83. All other JSCM award nominations for members assigned to the joint staff element of the NG JFHQs-State as defined by DoDD 5105.83 will be processed through the Chief, NGB, to the DA&M in accordance with ETP procedures contained in this manual.

(2) That authority may be delegated further, in writing, at the discretion of an approval authority in Paragraphs 3.4.f.(1)(a) through 3.4.f.(1)(k) of this issuance to officers of the U.S. Armed Forces in the grade of O-6 or above, or civilian equivalent, when they occupy established subordinate command or staff positions.

**g. Posthumous Award.** The JSCM may be awarded posthumously and presented to the NOK.

**h. Order of Precedence.** The JSCM is worn after the Air Medal and before the:

(1) **Army.** Army Commendation Medal.

(2) **Navy and Marine Corps.** Navy and Marine Corps Commendation Medal.

(3) **Air Force and Space Force.** Air and Space Commendation Medal.

**i. Subsequent Awards.** Individuals are only presented a JSCM upon initial award. Subsequent awards are denoted through wear of authorized devices.

**j. Authorized Devices.** Refer to Appendix 3B, Figure 1 of this issuance, for device placement.

(1) “V” Device.

(a) For the period from June 25, 1963, through March 31, 1976, the “V” device is authorized if the citation is for an act or service involving direct participation in combat operations.

(b) Subsequent to April 1, 1976, the “V” device will be awarded to indicate award for act(s) of valor.

(c) Only one “V” device is worn to indicate initial award. The “V” device will be centered on the suspension ribbon if not worn with any other devices.

(d) The “V” device, when worn with the “C” or “R” device, Arabic numerals, or oak-leaf clusters, will be worn to the wearer’s right of all other devices

(2) “C” Device. The “C” device will only be awarded to indicate award was made for meritorious service under combat conditions performed on or after January 7, 2016.

(a) Only one “C” device is worn to indicate initial award. The “C” device will be centered on the suspension ribbon if not worn with any other devices. Subsequent awards for meritorious service under combat conditions are indicated by oak-leaf clusters or Arabic numerals.

(b) The “C” device is worn to the wearer’s left of the “V” device, but is worn to the wearer’s right of the “R” device, Arabic numerals, or oak-leaf clusters.

(3) “R” Device. The “R” device will only be awarded to indicate an award for specific achievement that was made for remote impacts on combat operations occurring on or after January 7, 2016 in accordance with “R” device award criteria at Paragraph 3.4.c.(4) of this issuance.

(a) Only one “R” device is worn to indicate initial award. The “R” device will be centered on the suspension ribbon if not worn with any other devices.

(b) The “R” device is worn to the left of the “V” device or “C” device, but will be worn to the wearer’s right of Arabic numerals or oak-leaf clusters, with all devices centered on the suspension ribbon.

(4) Arabic Numerals (Bronze or Gold). When the “V”, “C”, or “R” device is worn in combination with oak-leaf clusters and the total number of devices exceeds four, then Arabic numerals (bronze or gold) are worn in place of the oak-leaf clusters to indicate the number of subsequent awards.

(5) Oak-Leaf Clusters (Bronze or Silver). Oak-leaf clusters, 13/32 inches in length, are worn on the suspension and service ribbon of the medal with the stems of the leaves pointing to the wearer’s right to denote subsequent awards.

(a) A bronze oak-leaf cluster is worn to designate a subsequent award. No more than four bronze oak-leaf clusters may be worn.

(b) A silver oak-leaf cluster is worn in lieu of five bronze oak-leaf clusters. Silver oak-leaf clusters are worn to the wearer's right of a bronze oak-leaf cluster.

(c) Oak-leaf clusters will be centered on the suspension ribbon when not worn with the "V", "C", or "R" devices.

(d) Oak-leaf clusters, when worn with the "V", "C", or "R" devices, will be to the wearer's left and the devices will be evenly spaced on the suspension or service ribbon.

1. If the total number of devices exceeds four, then Arabic numerals will be used to indicate subsequent awards rather than oak-leaf clusters.

2. Silver oak-leaf clusters are not authorized with the "V", "C", or "R" devices. Use Arabic numerals to indicate subsequent awards rather than silver oak-leaf clusters.

**k. Illustration and Description.** See Appendix 3A of this issuance.

### 3.5. JSAM.

**a. Introduction.** In 1983, the Secretary of Defense established the JSAM to recognize outstanding achievement or meritorious service in JDAs.

**b. Award Category.** DoD Joint PMD.

**c. Award Criteria and Eligibility Requirements.**

(1) The JSAM is awarded in the name of the Secretary of Defense to members of the U.S. Armed Forces who, while assigned to a JDA after August 3, 1983, distinguished themselves by outstanding performance of duty, meritorious achievement, or service.

(2) Refer to Paragraphs 1.2.b. through 1.2.g. of this issuance for requirements and restrictions regarding award of Joint PMDs.

(3) The JSAM may be awarded with the "C" device to recognize meritorious service or achievement performed under combat conditions on or after January 7, 2016. The award narrative must clearly show that the nominee was personally exposed to hostile action or under significant risk of hostile action:

(a) While engaged in 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.

(4) The JSAM for specific achievement may be awarded with the “R” device to distinguish that the award was earned for the direct hands-on employment of a weapons system or other warfighting activities that had a direct and immediate impact on a combat operation or other military operation (i.e., outcome of an engagement or specific effects on a target), including Title 10, U.S.C., support of non-Title 10, U.S.C., operations, and operations authorized by an approved E.O. To be designated as such, the action must have been performed through any domain, in circumstances that did not expose the individual to hostile action, or place them at significant risk of exposure to hostile action, on or after January 7, 2016, under one of these conditions:

(a) While engaged in military operations against an enemy of the United States;

(b) While engaged in military operations involving conflict against an opposing foreign force; or

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

(5) The required achievement or service, while of lesser degree than that required for award of the JSCM, must have been accomplished with distinction.

(6) The JSAM will not be awarded for retirement from military service.

**d. Foreign Military Personnel.** The JSAM may be awarded to members of the armed forces of friendly foreign nations serving in equivalent U.S. pay grades below O-6. See DoDI 1348.33 for procedures for awarding the JSAM to eligible foreign military personnel.

**e. Procedures.**

(1) JSAM recommendations will be submitted to the appropriate approval authority for processing. In those instances where the approval authority rests with the individuals specified in Paragraphs 3.4.f.(1)(a) and 3.4.f.(1)(b) of this issuance, recommendations will be submitted, after approval, to the Assistant Director, Military Personnel Division, HRD, WHS, for processing. Refer to Sections 4 and 5 of this volume for additional information on preparing and submitting DoD Joint PMD recommendations.

(2) ETP requests will include an explanation as to how the Service member’s actions resulted in the performance of joint duties in accordance with the definition of joint matters contained in Section 668 of Title 10, U.S.C. Requests for ETP or determinations regarding eligibility for the JSAM will be forwarded to the DA&M, or, in the case of organizations or activities that report to or through the CJCS, to the DJS. Disapproval of an ETP request may be made at any level of command.

(a) The CCDR may approve an ETP request for award of the JSAM for Service members under their command authority. This authority may be delegated, in writing, to Deputy Commanders and the Chiefs of Staffs of the Combatant Commands.

(b) Provided the Supreme Allied Commander, Europe, is a U.S. military officer, the commander may approve an ETP request for the JSAM for Service members under their command authority. This authority may be delegated, in writing, to the Deputy Supreme Allied Command Europe or Deputy Chief of Staff, Supreme Allied Command Europe, provided that they are U.S. military officers.

**f. Approval Authority.**

(1) The JSAM will be awarded in the name of the Secretary of Defense. Authority to award the JSAM is hereby delegated to:

(a) The OSD PSAs for Service members assigned to the OSD, the DoD Field Activities, or the joint DoD activities for which a PSA has been designated as the EA.

(b) The DA&M or designee for Service members assigned to multilateral and bilateral organizations; and other offices with the Executive Branch, Executive agencies and departments, or independent establishments and U.S. Government corporations, in accordance with the United States Government Manual (<https://www.usgovernmentmanual.gov>).

(c) The DJS, for the CJCS, for Service members assigned directly to the Joint Staff and to those JDAs reporting directly to the CJCS, or the Joint Staff, that are not delegated approval authority.

(d) The CCDR for Service members assigned directly to their respective headquarters or JDAs directly under their operational control. They also may approve that award for the commander, their staff, and other Service members attached or detailed to a JTF as individuals (not as members of an assigned or attached unit).

(e) The Supreme Allied Commander, Europe; the Supreme Allied Commander, Transformation; the U.S. Representative to the NATO Military Committee; the Defense Advisor, U.S. Mission NATO; the Commander of NORAD; and the Commander, U.S. Forces Korea, provided they are U.S. military officers, for Service members assigned to their respective commands or agencies, as reflected in joint manpower documents.

(f) The Directors of Defense Agencies for Service members assigned to their respective agencies.

(g) The President, NDU, for Service members assigned to the University, the National War College, and the Industrial College of the Armed Forces. Service members permanently assigned to staff or faculty positions are eligible; students are not.

(h) The Commandant, Joint Forces Staff College, for Service members assigned to the college. Service members permanently assigned to staff or faculty positions are eligible; students are not.

(i) The Executive Director, Military Postal Service Agency, for Service members assigned to that activity.

(j) The Secretary of a Military Department who has been designated previously as the EA for a joint function by the Secretary of Defense, the Deputy Secretary of Defense, or the CJCS.

(k) The Commander, USMEPCOM.

(l) The Chief, NGB, for:

1. Service members permanently assigned to the Office of the Chief, NGB and National Guard Joint Staff.

2. Service members at the NG JFHQs-State assigned to a JDAL position pursuant to DoDI 1300.19 or assigned to a position on a joint manpower document established by the CJCS in accordance with Paragraphs 6.a. and 6.b of Enclosure 4 of DoDD 5105.83. All other JSAM award nominations for members assigned to the joint staff element of the NG JFHQs-State in accordance with DoDD 5105.83, will be processed through the Chief, NGB, to the DA&M in accordance with ETP procedures contained in this manual.

(2) That authority may be delegated further, in writing, at the discretion of an approval authority in Paragraphs 3.5.f.(1)(a) through 3.5.f.(1)(l) of this issuance to an officer in the grade of O-6 or above in the United States Armed Forces or to a civilian of equivalent grade, when they occupy established subordinate command or staff positions.

**g. Posthumous Award.** The JSAM may be awarded posthumously and presented to the NOK.

**h. Order of Precedence.** The JSAM is worn after the:

(1) **Army.** Army Commendation Medal and before the Army Achievement Medal.

(2) **Navy and Marine Corps.** Navy and Marine Corps Commendation Medal and before the Navy and Marine Corps Achievement Medal.

(3) **Air Force and Space Force.** Air and Space Commendation Medal and before the Air and Space Achievement Medal.

**i. Subsequent Awards.** Individuals are only presented a JSAM upon initial award. Subsequent awards are denoted through wear of authorized devices.

**j. Authorized Devices.** Refer to Appendix 3B, Figure 1 of this issuance, for device placement.

(1) **“C” Device.** The “C” device will only be awarded to indicate award was made for meritorious service under combat conditions performed on or after January 7, 2016.



(a) Only one “C” device is worn to indicate initial award. The “C” device will be centered on the suspension ribbon if not worn with any other devices. Subsequent awards for meritorious service under combat conditions are indicated by oak-leaf clusters or Arabic numerals.

(b) The “C” device, when worn with the “R” device, Arabic numerals, or oak-leaf clusters, will be to the wearer’s right.

(2) **“R” Device.** The “R” device will only be awarded to indicate an award for specific achievement was made for remote impacts on combat operations occurring on or after January 7, 2016.

(a) Only one “R” device is worn to indicate initial award. The “R” device will be centered on the suspension ribbon if not worn with any other devices.

(b) The “R” device, when worn with Arabic numerals, the “C” device, or oak-leaf clusters, will be to the wearer’s left of the “C” device and to the wearer’s right of oak-leaf clusters.

(3) **Arabic Numerals (Bronze or Gold).** When the “C” or “R” device is worn in combination with oak-leaf clusters and the total number of devices exceeds four, then Arabic numerals (bronze or gold) are worn in place of the oak-leaf clusters to indicate the number of subsequent awards.

(4) **Oak-Leaf Clusters (Bronze or Silver).** Oak-leaf clusters, 13/32 inches in length, are worn on the suspension and service ribbon of the medal with the stems of the leaves pointing to the wearer’s right to denote subsequent awards.

(a) A bronze oak-leaf cluster is worn to designate a subsequent award. No more than four bronze oak-leaf clusters may be worn.

(b) A silver oak-leaf cluster is worn in lieu of five bronze oak-leaf clusters. Silver oak-leaf clusters are worn to the wearer’s right of a bronze oak-leaf cluster.

(c) Oak-leaf clusters will be centered on the suspension ribbon when not worn with the “C” or “R” devices.

(d) Oak-leaf clusters, when worn with the “C” or “R” devices, will be to the wearer’s left and the devices will be evenly spaced on the suspension or service ribbon.

1. If the total number of devices exceeds four, then Arabic numerals will be used to indicate subsequent awards rather than oak-leaf clusters.

2. Silver oak-leaf clusters are not authorized with the “C” or “R” devices. Use Arabic numerals to indicate subsequent awards rather than silver oak-leaf clusters.

**k. Illustration and Description.** See Appendix 3A of this issuance.



### **3.6. JMUA.**

**a. Introduction.** The JMUA, originally called the DoD Meritorious Unit Award, was established by the Secretary of Defense on June 4, 1981 and was authorized for retroactive award to January 23, 1979.

**b. Award Category.** DoD Joint Unit Award.

**c. Award Criteria and Eligibility Requirements.**

(1) The JMUA is only awarded to joint units or JDAs. To qualify, the JDA must either report through combatant or combined command channels or pursue a joint mission under the cognizance of the Secretary of Defense; the CJCS; a CCDR, or the commander of a combined command that is also a joint command; or the Secretary of a Military Department that has been designated the EA for the Secretary of Defense.

(2) The JMUA is awarded to units in recognition of exceptionally meritorious conduct in the performance of outstanding service for periods of performance normally ranging from 1 to 3 years, but not less than 30 days. Outstanding accomplishment of a unit or JDA's normally assigned and expected mission is not sufficient to justify award of the JMUA. The unit or JDA's qualifying achievements must be superior to what is normally expected and must have been performed under one of these conditions:

- (a) During action in combat with an armed enemy of the United States;
- (b) In a declared national emergency situation;
- (c) Under extraordinary circumstances that involve national interests.

(3) Joint units and activities, including JTFs, are eligible for award of the JMUA. Members of military-specific units (i.e., Army, Navy, Marine Corps, Air Force, and Space Force) assigned, detailed, or attached to joint units, activities, or JTFs, even if they are under the operational control of the joint unit, are not eligible for the JMUA, but retain eligibility for unit awards from their respective Military Service.

(4) The JMUA will not be awarded to a joint unit or activity, including a JTF, which has received any other unit award for the same achievement or period of service.

(5) Only members of the U.S. Armed Forces who were present at the time and directly participated in the service or achievement for 30 days or more are eligible.

(a) Members must have been permanently assigned or attached by official orders to the joint unit, activity, or JTF receiving the JMUA. Assigned or attached (including temporary duty or temporary additional duty) status is determined by official orders that specify the joint unit, activity, or JTF as the duty unit.

(b) Local commanders may waive, on an individual basis, the 30-day minimum time requirement for individuals (e.g., Reserve personnel on active duty and temporary duty or

temporary additional duty personnel), who, in the opinion of the commander contributed directly to the achievement cited and were assigned on official orders to the awarded unit during the approved time frames.

(6) Civilians within an organization awarded the JMUA will be presented a civilian JMUA lapel pin.

(7) A listing, by unit and inclusive award period, of the approved DoD activities awarded the JMUA can be found at <https://prhome.defense.gov/M-RA/Inside-M-RA/MPP/OEPM/>.

**d. Foreign Military Personnel.** The JMUA may not be awarded to personnel of foreign nations.

**e. Procedures.**

(1) JMUA recommendations will be submitted through command channels and will be endorsed by commanders at all levels.

(a) Recommendations for JDAs that report directly to an OSD PSA or to the Secretary of a Military Department, for which they have been designated the EA for the Secretary of Defense, will be forwarded through those channels to the Assistant Director, Military Personnel Division, HRD, WHS.

(b) Recommendations for JDAs that report directly to or through the CJCS will be forwarded to the DJS.

(2) Requests for ETPs or determinations regarding eligibility for the JMUA will be forwarded through appropriate command channels to:

(a) The DJS, for the CJCS, for organizations or activities that report to or through the CJCS, to include the Combatant Commands. The DJS, for the CJCS, is authorized to grant exceptions for those units who report directly to, or through the CJCS. Disapproval of an ETP request may be made at any level having an established command or staff position authorized in the grade of O-8 or civilian equivalent.

(b) The DA&M, through the Assistant Director, Military Personnel Division, HRD, WHS, for all other organizations or activities. The DA&M is authorized to grant exceptions for all other organizations or activities. Disapproval of an ETP request may be made at any level having an established command or staff position authorized in the grade of O-8 or civilian equivalent.

(3) JMUA recommendation must be in narrative form and will include:

(a) Name and location of unit, activity, or organization.

(b) Inclusive dates for the award.

(c) A narrative justification containing specific and factual data about what the activity accomplished, how it was done, what the benefits or results were, and why or how the achievement or service significantly exceeded normal unit duty performance. The narrative justification will not exceed 3 single-spaced typewritten pages. Supporting documents, as appropriate, may be attached. Figure 5 of this issuance contains a sample format for JMUA recommendations.

(d) Citation.

(e) A listing of qualifying units and Service members attached but not permanently assigned, to include: full name; grade; branch of Military Service; and permanent unit at the time of the award period. That list must be sorted or grouped by branch of Military Service.

**f. Approval Authority.** The JMUA is awarded in the name of the Secretary of Defense. However, authority to award is delegated to:

(1) The DA&M for activities that report directly to an OSD PSA or for which the Secretary of a Military Department has been designated the EA for the Secretary of Defense. The DA&M will forward a copy of each JMUA approval letter to the Officer and Enlisted Personnel Management Directorate, Office of the Deputy Assistant Secretary of Defense for Military Personnel Policy, Office of the Under Secretary of Defense for Personnel and Readiness.

(2) The CJCS, or designee, for activities that report directly to or through the CJCS. The Chairman's designee will forward a copy of each JMUA approval letter to the Officer and Enlisted Personnel Management Directorate, Office of the Deputy Assistant Secretary of Defense for Military Personnel Policy, Office of the Under Secretary of Defense for Personnel and Readiness.

**g. Posthumous Award.** The JMUA may be awarded posthumously.

**h. Order of Precedence.** The JMUA is worn after the Presidential Unit Citation and:

(1) **Army.** Before the Valorous Unit Award.

(2) **Navy and Marine Corps.** Before the Navy Unit Commendation.

(3) **Air Force and Space Force.** Before the Gallant Unit Citation.

**i. Subsequent Awards.** Subsequent awards are denoted by wearing oak leaf clusters. Oak-leaf clusters, 13/32 of an inch in length, are centered on the service ribbon and suspension ribbon of full-size medals, with the stems of the leaves pointing to the wearer's right.

(1) Bronze oak-leaf clusters are used to denote the second through fifth (seventh through tenth, etc.) award. No more than four bronze oak-leaf clusters will be worn. Bronze oak-leaf clusters may be worn with one or more silver oak-leaf clusters.



(2) Silver oak-leaf clusters are used in lieu of multiples of five bronze oak-leaf clusters (e.g., the sixth, eleventh). One or more silver oak-leaf clusters may be worn with up to four bronze oak-leaf clusters. They are worn to the wearer's right of a bronze oak-leaf cluster.

**j. Authorized Devices.** Oak-leaf cluster (bronze or silver).

**k. Illustration and Description.** See Appendix 3A of this issuance.

## APPENDIX 3A: ILLUSTRATIONS OF DoD JOINT DECORATIONS AND AWARDS


**Table 2: Illustration of DoD Joint PMDs and Awards (in Order of Precedence)**

	<p><b>DDSM:</b> A gold color metal and enamel pendant 1 7/8 inches in height overall consisting of a medium blue pentagon point up superimposed by a gold eagle with outspread wings charged on its breast with the shield of the United States and grasping in its talons three crossed gold arrows. The eagle’s wings project over and surmount a gold arc encircling the top and sides of the pentagon and bearing nine conjoined gold stars above the wings, and two on each side below the wings, terminating in a gold wreath encircling the base composed of a laurel branch on the left and an olive branch on the right. The wreath is surmounted by the extended ends of the arrows in base. At the top of the pendant, a group of five graduated gold rays extends above the stars.</p> <p>Reverse: On an arc at the top the inscription “For Distinguished Service” above the pentagon, which bears the inscription “From The Secretary of Defense To,” in gold.</p>
	<p><b>DSSM:</b> A silver color metal and enamel pendant 1 7/8 inches in height consisting of a medium blue pentagon point up superimposed by a silver eagle with outspread wings charged on its breast with the shield of the United States. Grasping in its talons are three crossed silver arrows (as depicted on the DoD seal), the wings projecting over and surmounting a silver arc encircling the top and sides of the pentagon and bearing nine conjoined silver stars above the wings and two on each side below the wings, terminating in a silver wreath encircling the base composed of a laurel branch on the left and an olive branch on the right. The wreath is surmounted by the extended ends of the arrows in base. At the top of the pendant is a group of five graduated silver rays extending above the stars.</p> <p>Reverse: On an arc at the top the inscription “For Superior Service” above the pentagon, which bears the inscription “From The Secretary of Defense To.”</p>

**Table 2. Illustration of DoD Joint PMDs and Awards (in Order of Precedence),  
 Continued**

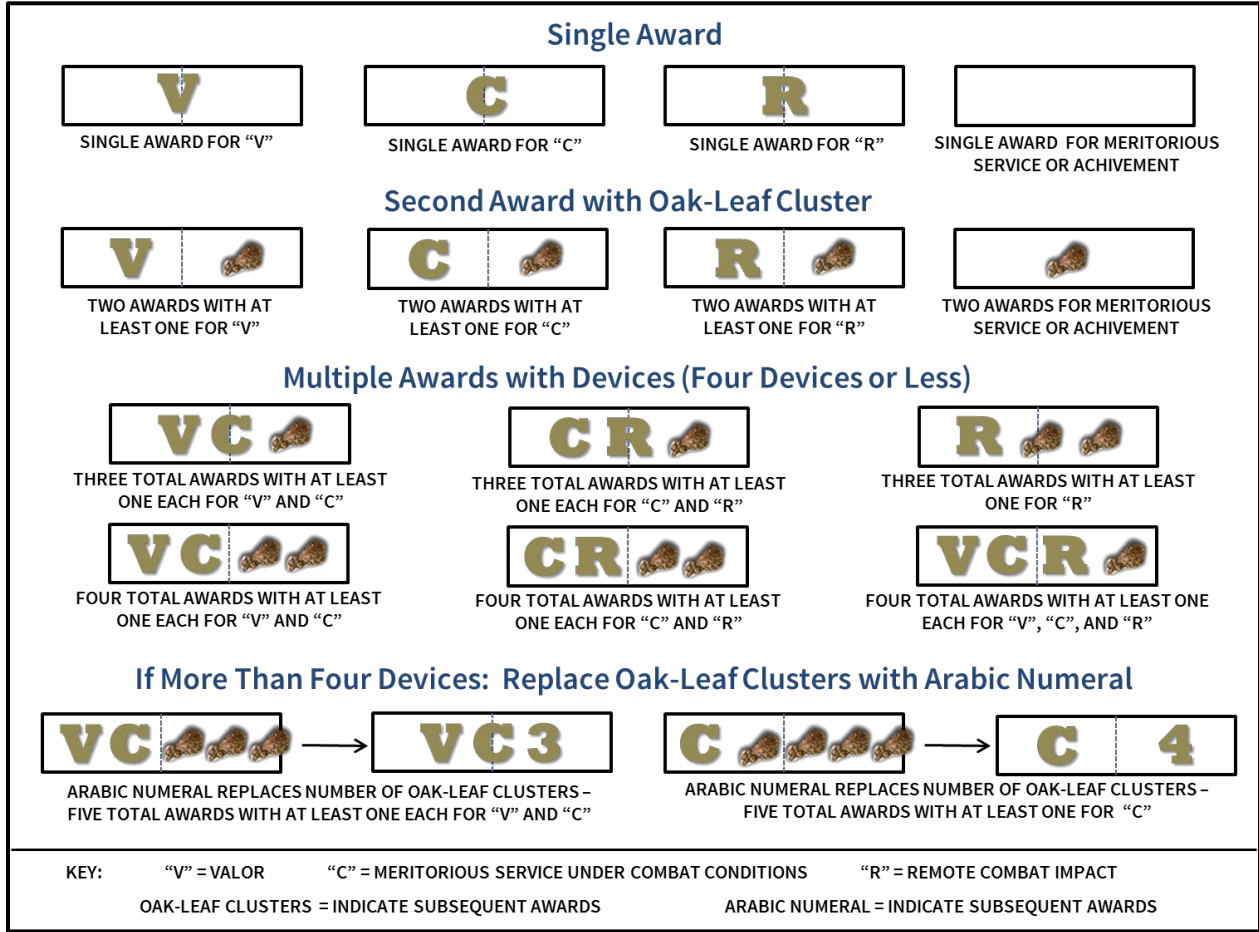
	<p><b><u>DMSM</u></b>: A bronze medal 1 1/2 inches in diameter overall consisting of a circular wreath of laurel tied with a ribbon at the base and at the center a pentagon shape slightly overlapping the wreath; overall an eagle with wings upraised standing at the base of the pentagon.</p>
	<p><b><u>JSCM</u></b>: On a device consisting of four conjoined hexagons, two vertically and two horizontally, of green enamel, an eagle with outspread wings charged on its breast with the shield of the United States and grasping in its talons three arrows (as depicted on the DoD seal) all in gold. At the top are 13 gold stars and in base a gold stylized heraldic delineation representing land, sea, and air, all within a gold circular laurel wreath bound with gold bands 1 5/8 inches in diameter, and with the areas between the inside of the wreath and the device pierced.</p>
	<p><b><u>JSAM</u></b>: A bronze medal 1 7/16 inches in diameter overall consisting of a star of twelve points and superimposed thereon an eagle holding three arrows as adapted on the DoD seal.</p>

**Table 2. Illustration of DoD Joint PMDs and Awards (in Order of Precedence),  
Continued**

	<p><b>JMUA:</b> The JMUA emblem is 1 7/16 inches wide and 9/16 inch in height. The emblem consists of a 1/16 inch wide gold frame with laurel leaves that encloses a ribbon consisting of these stripes: 3/16 inch bluebird; 1/8 inch golden yellow; 3/16 inch bluebird; 1/8 inch white; 1/8 inch crimson; 1/8 inch white; 3/16 inch bluebird; 1/8 inch golden yellow; and 3/16 inch bluebird.</p>
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## APPENDIX 3B: DEVICE PLACEMENT ON DOD JOINT DECORATIONS AND AWARDS

Figure 1. Device Placement on DoD Joint PMDs and Awards





## **SECTION 4: SUBMISSION AND REVIEW OF DoD JOINT DECORATION AND AWARD RECOMMENDATIONS**

a. Each recommendation for a DoD Joint PMD or JMUA must be entered administratively into official command or staff channels within 1 year of the act, achievement, or service to be recognized. Placement in official channels is defined as “signed by the initiating official and endorsed by a higher official in the chain of command.” Recommendations not submitted within the 1-year requirement must be forwarded as an ETP requesting a time limit waiver to the appropriate approval authority.

b. DoD Joint PMD (i.e., DDSM, DSSM, DMSM, JSCM, and JSAM) and JMUA recommendations will be submitted by official memorandum or letter (original plus three copies or via e-mail) through command or staff channels to the appropriate approval authority identified in Section 3 of this issuance. Each recommendation will be prepared in accordance with Section 5 of this issuance and will include a narrative justification, proposed award citation, and any other required documents. All recommendations placed in official channels must be forwarded to the designated award authority for approval or disapproval. Intermediate endorsing officials may recommend disapproval or comment on the propriety of lesser or higher awards.

c. Award authorities:

(1) Will administratively review the recommendations against the award policy in Section 1 of this issuance and the award criteria contained in Section 3 of this issuance, and prepare the:

(a) DD Form 2408, “Defense Distinguished Service Medal Certificate,” available on the Directives Division Forms Website (at <https://www.esd.whs.mil/Directives/forms/>) for approved DDSMs.

(b) DD Form 2410, “Defense Superior Service Medal Certificate,” available on the Directives Division Forms Website, for approved DSSMs.

(c) DD Form 2412, “Defense Meritorious Service Medal Certificate,” available on the Directives Division Forms Website, for approved DMSMs.

(d) DD Form 2413, “Joint Service Commendation Medal Certificate,” available on the Directives Division Forms Website, for approved JSCMs.

(e) DD Form 2414, “Joint Service Achievement Medal Certificate,” available on the Directives Division Forms Website, for approved JSAMs.

(f) Approval memorandum and accompanying citation for approved JMUA's.

(2) Instructions for completing the DoD Joint PMD award certificates (i.e., DD Forms 2408, 2410, 2412, 2413, or 2414) are:

(a) For DoD Joint PMDs authorized a “V”, “C”, or “R” device:

1. If using an electronic version of the applicable DD form, select the applicable device from the drop-down menu. Only those devices authorized for each specific PMD are available for selection.

2. If using a previous hard-copy version of the applicable DD form, type the applicable device authorized (e.g., with “V” device for Valor; with “C” Device for Combat Conditions; with “R” Device for Remote Impacts on Combat Operations) in the space available directly under the name of the medal. Table 3 of this issuance lists the devices authorized for each DoD Joint PMD. Only the “V”, “C”, or “R” device will be identified on the certificate, and there will be no reference to the number of oak leaf clusters for previous awards.

(b) Type the rank, name, and Military Service (e.g., Brigadier General First M. Last, Jr., U.S. Army) of the award recipient in the space provided between the “TO” and “FOR” lines. The rank and Service may be abbreviations.

(c) For the date of award:

1. If using an electronic version of the applicable DD form, select the appropriate day (e.g., 1ST, 3RD, 15TH, 22ND), month and year (e.g., December 2018, January 2019) from the available drop-down menus.

2. If using a previous hard-copy version of the applicable DD form, type in the appropriate day, month, and year in the space provided.

(d) For the approval authority:

1. If using an electronic version of the DD Form 2410, 2412, 2413, or 2414 and the Secretary of Defense is not signing the certificate as the approval authority, click the “Add Command or Office” link on the form. Type the name of the issuing agency, command, or office in the text block above the “Command or Office” line. Type the signature block and duty title of the approval authority in the text block below the signature line on the bottom right-hand side of the certificate.

2. If using a previous hard-copy version of the applicable DD form, type or letter the name of the issuing agency, command, or office above the “Command or Office” line on the bottom left side of the certificate. Type the signature block of the approval authority on the lower right side of the certificate above the “Secretary of Defense” line (overprinting or typing of the word “for” on the approval line is unnecessary).

(e) For electronic versions of the form (i.e., DD Form 2408, 2410, 2412, 2413, or 2414), print the completed certificate in full-color in landscape orientation on 8.5 x 11 inch cardstock (recommended cardstock colors and weights are listed in Table 4 of this issuance). Forms will only be printed on recommended or similar cardstock. Review the form to ensure it printed correctly and is suitable for signature and presentation to the Service member.

(f) Have the approval authority sign on the line above their respective signature block on the lower-right side of the certificate.

(3) Review the proposed citation provided with the award recommendation package, and revise for accuracy and correct any administrative errors.

(a) If using an electronic version of the citation (i.e., DD Form 2409, “Defense Distinguished Service Medal Citation,” available on the Directives Division Forms Website), once finalized, print the citation in full-color in landscape orientation on 8.5 x 11 inch cardstock. Recommended cardstock colors and weights are listed in Table 4 of this issuance. Forms will only be printed on recommended or similar cardstock. Review the form to ensure it printed correctly and is suitable for presentation to the member.

(b) If using a previous hard-copy version of the citation (i.e., DD Form 2409), print the citation on the appropriate citation cardstock.

(4) For approved DoD Joint PMDs:

(a) Keep one copy of the approved PMD (i.e., signed award certificate and accompanying award citation) on file.

(b) Provide the signed award certificate, award citation, and presentation folder back to the recommending command or organization for presentation. For initial awards, also provide the applicable medal set.

(c) Provide one copy of the approved PMD (i.e., signed award certificate and accompanying award citation) to the member’s parent Military Service for filing in the member’s official military personnel file.

(5) For approved JMUAAs:

(a) Keep one copy of the JMUA approval on file.

(b) Provide one copy of the JMUA approval memorandum and approved citation to the recommending organization for presentation. The recommending organization is responsible for providing each respective Military Department with a list of that Military Department’s qualifying Service members assigned or attached to the unit during the period of award. If subordinate units are included in the award, the list will include the members assigned or attached to the subordinate units. The list will include the full name; grade; branch of Military Service; and permanent unit of assignment of each member at the time of the award period.

(c) Forward one copy of the JMUA approval memorandum and approved citation to the office of the Deputy Assistant Secretary of Defense for Military Personnel Policy for inclusion on the list of approved JMUAAs at: <https://prhome.defense.gov/M-RA/Inside-M-RA/MPP/OEPM/>.

(6) For disapproved DoD Joint PMDs and JMUAAs, notify the submitting organization and return the associated award recommendation package.

**Table 3. DoD Joint PMDs Authorized the “V”, “C”, or “R” Device**

<b>DoD Joint PMD</b>	<b>“V”-Valor Device</b>	<b>“C” – Combat Conditions Device</b>	<b>“R” – Remote Impacts Device</b>
DDSM	Not Authorized <sup>1</sup>	Authorized <sup>5</sup>	Not Authorized
DSSM	Not Authorized <sup>1</sup>	Authorized <sup>5</sup>	Authorized <sup>2</sup>
DMSM	Not Authorized <sup>1</sup>	Not Authorized <sup>3</sup>	Authorized <sup>2</sup>
JSCM	Authorized	Authorized <sup>5</sup>	Authorized <sup>2</sup>
JSAM	Not Authorized <sup>4</sup>	Authorized <sup>5</sup>	Authorized <sup>2</sup>
<p>Note 1: The DDSM, DSSM and DMSM are not authorized to recognize combat valor. The Service member should be recommended for an appropriate combat valor medal (e.g., Air Medal with “V” device, BSM with “V” device, Distinguished Flying Cross with “V” device, Silver Star Medal, Service Cross, or Medal of Honor).</p> <p>Note 2: The “R” device is only authorized for medals awarded for a specific achievement (e.g, impact award). It is not authorized for medals awarded for sustained meritorious service (e.g., permanent change of station (PCS) or retirement awards).</p> <p>Note 3: In accordance with E.O. 12019, the DMSM is awarded for “outstanding non-combat meritorious achievement or service.” The appropriate award to recognize combat service at the DMSM-level is the BSM.</p> <p>Note 4. Award of the JSAM is not authorized to recognize combat valor. The Service member should be recommended for an appropriate combat valor medal (e.g., JSCM with “V” device, Air Medal with “V” device, BSM with “V” device, Distinguished Flying Cross with “V” device, Silver Star Medal, Service Cross, or Medal of Honor).</p> <p>Note 5: The “C” device is only authorized if the service or achievement was performed while the Service member was personally exposed to hostile action, or was at significant risk of exposure to hostile action: (1) while engaged in action against an enemy of the United States; (2) while engaged in military operations involving conflict with an opposing foreign force; or (3) while serving with friendly foreign forces engaged in an armed conflict against an opposing armed force in which the United States was not a belligerent party.</p>			

**Table 4. Recommended 8.5 x 11 inch Cardstock Options for DD Forms 2408, 2409, 2410, 2412, 2413, and 2414**

<b>Cardstock Type (Note 1)</b>	<b>Colors (Note 2)</b>	<b>Grams Per Square Meter (GSM)</b>	<b>Weight (lbs)</b>
Bristol	Ivory; Cream; Warm White; Natural; or other similar off-white color	143-147 GSM	65-67 lbs
Index	Ivory; Cream; Warm White; Natural; or other similar off-white color	163-167 GSM	90 lbs
Index	Ivory; Cream; Warm White; Natural; or other similar off-white color	200 GSM	110 lbs
Cover	Ivory; Cream; Warm White; Natural; or other similar off-white color	147 GSM	65-67 lbs
Cover	Ivory; Cream; Warm White; Natural; or other similar off-white color	215 GSM	80 lbs
Note 1: Cardstocks will have a smooth surface. Note 2: Only solid colors are authorized (i.e., no marbling or flecks).			

## SECTION 5: PREPARATION OF DoD JOINT PMDS AND JMUA RECOMMENDATIONS

a. Prepare DoD Joint PMD recommendations (i.e., DDSM, DSSM, DMSM, JSCM, and JSAM) in accordance with the sample recommendation shown in Figure 2 of this issuance. Each recommendation will include a detailed narrative justification and award citation. Additional supporting documents will only be included if essential to justifying the award.

(1) The narrative justification must be specific, factual, and provide concrete examples of exactly what the person did, how well they did it, what the impact or benefits were, and how they exceeded expected duty performance. It must detail how the member's actions or service met the applicable award criteria contained in Section 3 of this issuance. The narrative justification will not exceed:

- (a) Three single-spaced typewritten pages for the DDSM and DSSM.
- (b) Two single-spaced typewritten pages for the DMSM.
- (c) A single-spaced typewritten page for the JSCM and JSAM.

(2) For awards authorized a distinguishing "V", "C", or "R" device, the narrative will state that the device is authorized and will describe how the individual's actions met the applicable distinguishing device's award criteria. Award criteria for each device is contained in Section 3 of this issuance. For JSCM recommendations with a distinguishing "V" device for valor, include the minimum requirements for valor award recommendations detailed in Paragraph 4.6. of DoDI 1348.33. Refer to Table 3 of this issuance for a list of DoD Joint PMDs authorized the "V", "C", or "R" devices.

(3) The citation is a short factual description of the act, achievement, or service.

(a) For the DoD PMDs (i.e., DDSM, DSSM, DMSM, JSCM, and JSAM):

1. If using the electronic version of the award citation (i.e., DD Form 2409), the maximum length is limited to the space provided on the form.

2. If using a previous version of the award citation, the length should be limited to 16 double-spaced typewritten lines; however, for the DDSM and DSSM, if it is necessary to extend the citation beyond 16 lines, single-spacing is acceptable. Previous hard-copy versions of award citations (i.e., DD Form 2409) may be used until existing stock levels are depleted.

(b) Award citation opening sentence will identify the nominee by rank, full name, duty position, assignment location, and inclusive dates (or date of specific act). Compound rank titles (e.g., Brigadier General, First Lieutenant, Staff Sergeant) will be spelled out completely in the opening sentence, but thereafter applicable short rank title (e.g., General, Lieutenant, Sergeant) may be used. The opening sentence will identify if the award is for sustained meritorious service or for a specific meritorious achievement. (The DDSM may only be awarded for sustained

exceptionally meritorious service.) Figure 3 of this issuance lists the required opening sentences for each DoD Joint PMD.

(c) Award citation closing will be limited to one sentence, and will be personalized by including the nominee's rank and last name. Figure 4 of this issuance lists the preferred closing sentences for the DoD Joint PMDs. The word "long" will only be used in the closing sentence when referring to 30 or more years of service. The closing sentence for a JSAM will not use the words "singularly," "great," or other similar terms.

(d) Award citations will not include code names, nor any abbreviations.

(e) Award citations will identify if the award is authorized a distinguishing "V", "C", or "R" device and briefly describe how the Service member's actions met the applicable device award criteria. (The "V" and "R" devices are only authorized on medals awarded for specific achievement, not on medals awarded for sustained meritorious service). Table 3 of this issuance lists the DoD Joint PMDs authorized the "V", "C", or "R" devices.

(f) For instances where the Service member is awarded a subsequent award of the same decoration, the award citation will **not** indicate the number of the awards (e.g., "second award") or use the phrase "oak-leaf cluster presented in lieu of second (third, fourth, etc.) award."

**Figure 2. Sample Format for DoD Joint PMD Recommendations (Individual)**

<p>MEMORANDUM FOR (approval authority) THROUGH: (if applicable)</p> <p>SUBJECT: Recommendation for Award of the (as applicable)</p> <p>In accordance with Volume 4 of DoD Manual 1348.33, this Service member is recommended for award of the (as applicable) (with “V”, “C”, or “R” device as applicable):</p> <p>a. (Rank, First M. Last, Service, and Last Four of Social Security number.)</p> <p>b. (Organization of assignment.)</p> <p>c. (Title and duty assignment at the time of act or service. Include Service, Joint Manpower Program paragraph, or line number or JDAL number, as applicable. If not permanently assigned to a JDA, identify the authority that authorizes the Service member to be awarded a DoD Joint PMD.)</p> <p>d. (Inclusive dates of award: Month Year to Month Year.)</p> <p>e. Service member to be (reassigned PCS on _____), (relieved from active duty on _____) (retired on _____).</p> <p>f. (If presentation is desired before departure, state required presentation date and provide complete mailing address. If the decoration, citation, and certificate are to be hand carried by a representative of the unit, provide name and telephone number of contact.) (If presentation is desired at gaining activity, provide forwarding address of the servicing military personnel office.)</p> <p>g. (Previous DoD Joint decorations and inclusive dates.)</p> <p>h. No other award for this Service member for this action is pending, and no previous award has been made for the act or service described herein. (The recommending official must attest to this statement).</p> <p>Attached is the narrative justifying award and the associated award citation.</p> <p>(Signature of Recommending Official)</p> <p>Attachments - 3</p> <ol style="list-style-type: none"><li>1. Narrative</li><li>2. Citation</li><li>3. Supporting documentation (if necessary, but required for JSCM with “V” device recommendations)</li></ol>
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**Figure 3. Opening Sentences for DoD Joint PMD Citations**

**DDSM Opening Sentence:** (Rank) First M. Last, Sr., United States (Military Service), distinguished (himself or herself) by exceptionally meritorious service in a duty of great responsibility as (position and duty assignment), from (month year) to (month year).

**DSSM Opening Sentences:**

Superior Meritorious Service (e.g., PCS and Retirement awards): (Rank) First M. Last, Jr., United States (Military Service), distinguished (himself or herself) by superior meritorious service in a position of significant responsibility as (position and duty assignment), from (month year) to (month year).

Superior Meritorious Achievement (e.g., Impact Award): (Rank) First M. Last, Jr., United States (Military Service), distinguished (himself or herself) by superior meritorious achievement in a position of significant responsibility as (position and duty assignment), from (month year) to (month year). For a single act on a specific date use “on Month Day, Year.”

**DMSM Opening Sentences:**

Outstanding Meritorious Service (e.g., PCS and Retirement awards): (Rank) First M. Last III, United States (Military Service), distinguished (himself or herself) by outstanding meritorious service as (position and duty assignment), from (month year) to (month year).

Outstanding Meritorious Achievement: (Rank) First M. Last III, United States (Military Service), distinguished (himself or herself) by outstanding meritorious achievement as (position and duty assignment), from (month year) to (month year). For a single act on a specific date use “on Month Day, Year.”

**JSCM and JSAM Opening Sentences:**

Meritorious Service (e.g., PCS award): (Rank) First M. Last, United States (Military Service), distinguished (himself or herself) by meritorious service as (position and duty assignment), from (month year) to (month year).

Meritorious Achievement (e.g., Impact Award): (Rank) First M. Last, United States (Military Service), distinguished (himself or herself) by meritorious achievement as (position and duty assignment), from (month year) to (month year). For a single act on a specific date use “on Month Day, Year.”

#### Figure 4. Closing Sentences for DoD Joint PMD Citations

**PCS and Impact Awards:** The distinctive accomplishments of (Rank and Last Name) reflect great credit upon (himself or herself), the United States (Military Service), and the Department of Defense (or Office of the Secretary of Defense).

**Retirement Awards:** The distinctive accomplishments of (Rank and Last Name) culminated a (“long and” – if member has 30 or more years of service) distinguished career in the service of their country and reflect great credit upon (himself or herself), the United States (Military Service), and the Department of Defense (or Office of the Secretary of Defense).

**Posthumous Awards:** In the dedication of service to their country and through their distinctive accomplishments, (Rank and Last Name) reflected great credit upon (himself or herself), the United States (Military Service), and the Department of Defense (or Office of the Secretary of Defense).

**Separation Awards:** The distinctive accomplishments of (Rank and Last Name) while serving their country reflect great credit upon (himself or herself), the United States (Military Service), and the Department of Defense (or Office of the Secretary of Defense).

5.2. Prepare DoD JMUA recommendations in accordance with the sample JMUA recommendation in Figure 5 of this issuance. Each recommendation will include:

a. A detailed unclassified narrative justification, not to exceed three single-spaced typewritten pages. The narrative must be specific, factual, and provide concrete examples of exactly what the unit did, how well it was done, what the impact or benefits were, and how the unit exceeded expected duty performance. It must detail how the unit’s actions or service met the applicable award criteria contained in Section 3 of this issuance. If subordinate joint units are included in the award, the narrative will justify why those units are included in the award.

b. A proposed award citation. The citation provides a brief factual description of the acts, achievements, or service. It should not embellish the accomplishments nor include superfluous adjectives. A sample JMUA citation with instructions is at Figure 6 of this issuance. The JMUA citation:

(1) Opening sentence will read: The (unit, activity, or organization) distinguished itself by exceptionally meritorious (achievement or service) from (Month Day, Year to Month Day, Year).

(2) Closing sentence will read: By their exemplary performance of duty, the members of the (unit, activity, or organization) have brought great credit to themselves and to the Department of Defense.

(3) Body will be prepared in smooth form (i.e., justified text). It will be limited to 16 double-spaced typewritten lines. If it is necessary to extend the citation beyond 16 lines, single spacing will be acceptable. Leave a 1/2-inch space above the seal line so that the seal can be

affixed to the citation. The body of the citation will be straightforward in style, with short, simple, direct, and accurate facts.

- c. A listing of subordinate units, only if subordinate units are included.
- d. Additional supporting documents, only if essential to justifying the award.

**Figure 5. Sample Format for JMUA Recommendations**

[Letterhead of Initiating JDA]

MEMORANDUM FOR ASSISTANT DIRECTOR, MILITARY PERSONNEL, HUMAN RESOURCES DIRECTORATE, WASHINGTON HEADQUARTERS SERVICES, OR CHAIRMAN, JOINT CHIEFS OF STAFF

SUBJECT: Recommendation for Award of the Joint Meritorious Unit Award

In accordance with Volume 4 of DoD Manual 1348.33, this DoD activity is recommended for award of the Joint Meritorious Unit Award:

- a. (Joint unit, activity, or organization. If subordinate joint units are included, list them accordingly).
- b. Unit location: (installation, city, state or country. If subordinate joint units have different locations also list those locations).
- c. Inclusive dates: (Day Month Year to Day Month Year).
- d. Previous JMUA's awarded within the past 10 years: (Including inclusive dates for each previous award. Include JMUA's awarded to subordinate units. If no previous awards state: Not Applicable).
- e. Desired presentation date: (Month Day, Year).

Attached is a narrative description justifying award and a proposed award citation. No other unit award is pending for this DoD activity (or included subordinate units) regarding this action, and no unit award has been made previously for the achievement or service described herein.

If approved, each applicable Military Service will be provided a list of its Service members authorized award of the JMUA based on unit of assignment and JMUA award criteria contained in DoD Manual 1348.33, Volume 4.

Signature of Recommending Official

Attachments - 3

1. Narrative
2. Citation
3. Supporting Documentation (if necessary)

**Figure 6. Sample Citation for JMUA**

<p style="text-align: center;">SAMPLE CITATION</p> <p style="text-align: center;">DoD</p> <p style="text-align: center;">Seal</p> <p style="text-align: center;">CITATION</p> <p style="text-align: center;">To Accompany the Award of the</p> <p style="text-align: center;">JOINT MERITORIOUS UNIT AWARD</p> <p style="text-align: center;">to the</p> <p style="text-align: center;">(unit, activity, or organization)</p> <p>The (unit, activity, or organization) distinguished itself by exceptionally meritorious (achievement or service) from (inclusive dates – Day Month Year to Day Month Year). During this period...</p> <p>(Instructions: Prepare in smooth form, limiting the body of the citation to 16 double-spaced typewritten lines. If it is necessary to extend the citation beyond 16 lines, single spacing will be acceptable. Leave a 1/2-inch space above the seal line so that the seal can be affixed to the citation. The body of the citation will be straightforward in style, with short, simple, direct, and accurate facts. The narrative must be unclassified.</p> <p>By their exemplary performance of duty, the members of the (unit, activity, or organization) have brought great credit to themselves and to the Department of Defense.</p> <p style="text-align: center;">Given under my hand this (DD – 1st 2nd, 4th, etc.) day of (Month), (Year)</p> <p style="text-align: center;">Signature of Approvinig Official Title of Approving Official</p>
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## **SECTION 6: LOST DoD JOINT PMDS AND JMUA RECOMMENDATIONS**

6.1. Recommendations for DoD Joint PMDs and the JMUA officially placed into command or staff channels in the prescribed time limitations, but which were not acted on due to loss or inadvertence, may be resubmitted to the appropriate awarding authority for consideration at any time within 3 years after discovery of the fact that the recommendation was not acted on due to loss or inadvertence. Lost recommendations must be forwarded through official channels (i.e., from the initiating command to the awarding authority) and are contingent upon the requirements described in Paragraphs 6.a. through 6.c. of this issuance. If the initiating command was disestablished, lost recommendations must be forwarded through the first command still existing in the disestablished organization's former chain-of-command to the awarding authority. Recommendations not so documented will be returned without action.

6.2. The resubmission must include:

a. A copy of the original recommendation or its substantive equivalent. Minimally, the recommendation should be accompanied by statements, certificates, and affidavits corroborating the events or services involved. The person signing a reconstructed award recommendation must be identified clearly in terms of their official relationship to the intended recipient at the time of the act or during the period of service to be recognized, even if the person submitting the recommendation had no official relationship at that time.

b. Evidence that the recommendation was officially placed in command or staff channels in the prescribed time limit. Each recommendation for a DoD Joint decoration must be entered administratively into command or staff channels within 1 year of the act, achievement, or service to be recognized.

c. Evidence of the loss of the recommendation or the failure to act on the recommendation through inadvertence.

## **SECTION 7: REVOCATION OF DoD JOINT PMDS**

7.1. Any DoD Joint PMD awarded for meritorious service or a specific achievement may be revoked if facts, later determined, would have prevented the original approval of the decoration (e.g., a member's service was not honorable pursuant to Section 8 of DoDI 1348.33).

a. Commanders or staff directors becoming aware of any such instances must immediately report the circumstances and make recommendations, through command channels, to the awarding authority for review and determination of appropriate action.

b. Awarding authorities must seek advice from their legal staff in all cases where there is doubt as to the appropriateness of the award action.

7.2. A DoD PMD should also be revoked if the basis for which it was awarded no longer exists (e.g., the Service member's PCS assignment was cancelled). When the awarding authority has determined a DoD PMD should be revoked, the original orders should be rescinded and the Service member notified of the revocation by their respective Military Department.

## GLOSSARY

### G.1. ACRONYMS.

ASD(M&RA)	Assistant Secretary of Defense for Manpower and Reserve Affairs
BSM	Bronze Star Medal
CCDR	Combatant Commander
CJCS	Chairman of the Joint Chiefs of Staff
DA&M	Director of Administration and Management
DD	Department of Defense (form)
DDSM	Defense Distinguished Service Medal
DJS	Director, Joint Staff
DMSM	Defense Meritorious Service Medal
DoDD	DoD directive
DoDI	DoD instruction
DSSM	Defense Superior Service Medal
EA	Executive Agent
E.O.	Executive order
ETP	exception to policy
GSM	grams per square meter
HRD	Human Resources Directorate
JDA	joint duty activity
JDAL	joint duty assignment list
JMUA	Joint Meritorious Unit Award
JSAM	Joint Service Achievement Medal
JSCM	Joint Service Commendation Medal
JTF	joint task force
lbs	pounds
NATO	North Atlantic Treaty Organization
NDU	National Defense University
NGB	National Guard Bureau
NG JFHQ	National Guard Joint Force Headquarters
NOK	next of kin
NORAD	North American Aerospace Defense Command
PCS	permanent change of station



PSA	principal staff assistant
PMD	personal military decoration
U.S.C.	United States Code
USMEPCOM	U.S. Military Entrance Processing Command
WHS	Washington Headquarters Service

**G.2. DEFINITIONS.** Unless otherwise noted, these terms and their definitions are for the purpose of this issuance.

**Armed Forces of the United States.** The Army, Navy, Air Force, Marine Corps, Space Force, and Coast Guard.

**“C” device.** An appurtenance used to denote that a PMD was awarded for meritorious service or achievement performed under combat conditions.

**combat conditions.** Conditions where the Service member was personally exposed to hostile action, or was at significant risk of exposure to hostile action:

While engaged in action against an enemy of the United States;

While engaged in military operations involving conflict with an opposing foreign force; or

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.

**combat heroism.** Synonymous with valor.

**direct impacts.** “Hands-on” employment of a weapons system or other activities that had direct, immediate, and on-site effects on the outcome of an engagement or other operation intended to have an effect upon the target.

**DoD Decorations and Awards.** Includes the medals and ribbons that are common to the Military Departments.

**DoD Joint Decorations and Awards.** The subset of DoD decorations and awards that includes the DoD Joint PMDs and the JMUA.

**DoD Joint PMDs.** The PMDs awarded under the authority of the Secretary of Defense to recognize individual joint meritorious service or accomplishments.

**domain.** Described as air, land, maritime, space, and cyberspace domains in accordance with the DoD Dictionary of Military and Associated Terms.

**hostile act.** Defined in the DoD Dictionary of Military and Associated Terms.

**impact award.** A PMD awarded for meritorious achievement.

**JDA.** For the eligibility of DoD Joint Decorations and Awards, the term “joint duty” connotes activities, operations, or organizations in which elements of more than one Military Service, as reflected on joint manpower documents or JDALs, perform joint missions under the auspices of the OSD, the CJCS, or a CCDR.

**joint matters.** Defined in Section 668 of Title 10, U.S.C.

**JTF.** Defined in the DoD Dictionary of Military and Associated Terms.

**meritorious achievement.** Individual performance that exceeds that expected by virtue of grade and experience, based on a single specific act or accomplishment that covers a short period of time with definite beginning and ending dates. PMDs awarded for meritorious achievement are often referred to as impact awards or outstanding achievement awards.

**meritorious service.** Individual performance that exceeds that expected by virtue of grade and experience, based on accomplishments during an entire tour of duty.

**meritorious service under combat conditions.** Meritorious service or achievement while personally exposed to hostile action or while at significant risk of exposure to hostile action:

While engaged in action against an enemy of the United States;

While engaged in military operations involving conflict with an opposing foreign force; or

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.

**Military Services.** Synonymous with the Armed Forces of the United States and U.S. Armed Forces.

**NOK.** In descending order, the surviving spouse; eldest surviving child (natural or adopted); surviving father or mother, unless legal exclusive (sole) custody was granted to a person by reason of a court decree or statutory provision; surviving blood or adoptive relative who was granted legal custody of the person by a court decree or statutory provision; eldest surviving brother or sister; eldest surviving half-brother or half-sister; eldest surviving grandparent; or eldest surviving step-child.

**non-combat meritorious service or achievement.** Individual performance that exceeds that expected by virtue of grade and experience that occurs while the individual is not under significant risk of engaging in, participating in, or experiencing hostile action.

**outstanding achievement award.** A PMD awarded to recognizing a single specific act or accomplishment, separate and distinct from regularly assigned duties, such as a special project that covers a short period of time with definite beginning and ending dates.

**permanently assigned.** Assigned to an authorized billet on an organization's permanent manning document.

**PMD.** A military decoration bestowed upon an individual to recognize valor, meritorious service or achievement under combat conditions, remote impacts on combat operations, non-combat heroism, or non-combat meritorious service or achievement.

**“R” device.** An appurtenance used to denote that a PMD was awarded for hands-on employment of a weapons system or other warfighting activities, performed remotely without personal physical combat risk, that had direct and immediate effects on the outcome of an engagement or specific effects on a target.

**Service member.** A member of the Armed Forces of the United States.

**specific achievement award.** Synonymous with outstanding achievement award.

**“V” device.** An appurtenance used to denote that a multi-purpose PMD was awarded for valor.

**valor.** An act or acts of heroism by an individual above what is normally expected while engaged in direct combat with an enemy of the United States, or an opposing foreign or armed force, with exposure to enemy hostilities and personal risk.

**weapons system.** Defined in the DoD Dictionary of Military and Associated Terms.

## REFERENCES

- Director of Administration and Management Memorandum, “Implementing Guidance to Secretary of Defense,” July 1, 2003
- DoD Directive 5105.83, “National Guard Joint Force Headquarters – State (NG JFHQs-State),” January 5, 2011, as amended
- DoD Directive 5124.02, “Under Secretary of Defense for Personnel and Readiness (USD(P&R)),” June 23, 2008
- DoD Instruction 1300.19, “DoD Joint Officer Management Program,” April 3, 2018, as amended
- DoD Instruction 1348.33, “DoD Military Decorations and Awards Program,” December 21, 2016, as amended
- DoD Manual 8910.01, Volume 1, “DoD Information Collections Manual: Procedures for DoD Internal Information Collections,” June 30, 2014, as amended
- Executive Order 11545, “Establishing the Defense Distinguished Service Medal,” July 9, 1970, as amended
- Executive Order 11904, “Establishing the Defense Superior Service Medal,” February 6, 1976
- Executive Order 12019, “Establishing the Defense Meritorious Service Medal,” November 3, 1977, as amended
- Executive Order 14085, “Expanding Eligibility for Certain Military Decorations and Awards,” October 3, 2022
- Office of the Chairman of the Joint Chiefs of Staff, “DoD Dictionary of Military and Associated Terms,” current edition
- Secretary of Defense Memorandum, “DoD-Level Civilian and Military Awards,” June 3, 2003
- United States Code, Title 10