



UNITED STATES MARINE CORPS
I MARINE EXPEDITIONARY FORCE
U. S. MARINE CORPS FORCES, PACIFIC
BOX 555300
CAMP PENDLETON, CA 92055-5300

IN REPLY REFER TO:
I MEFO 1650.1G
ADJ

24 FEB 2012

I MARINE EXPEDITIONARY FORCE ORDER 1650.1G

From: Commanding General, I Marine Expeditionary Force
To: Distribution List

Subj: DECORATIONS, MEDALS, AND AWARDS PROGRAM

Ref: (a) SECNAVINST 1650.1H
(b) MCO 1650.19J
(c) MARFORPAC 1650.4J
(d) NAVMC 2922

Encl: (1) Definitions
(2) General Instructions
(3) Sample Certificate of Commendation
(4) Sample Navy and Marine Corps Achievement Medal
(5) Sample Navy and Marine Corps Commendation Medal
(6) Sample Meritorious Service Medal (transfer)
(7) Sample Meritorious Service Medal (retirement)
(8) I MEF CE/I MHG flowchart for processing awards
(9) Award Opening and Closing Sentences Template

1. Situation. Fundamentally, military decorations and awards have the purpose of publicly recognizing and rewarding acts of heroism or other exceptional acts or services which are above and beyond the normal expectations and which distinguish the individual or unit among those performing similar acts or services. Additionally, Marines that have performed above and beyond peers during a tour should be recognized accordingly for sustained superior performance. Marines retiring that have demonstrated a career of sustained superior performance can be appropriately recognized. Awards are an effective means of fostering high morale and esprit de corps.

2. Cancellation. I MEFO 1650.1F.

3. Mission. To establish guidelines per the references for timely and accurate submission of award recommendations within I Marine Expeditionary Force (I MEF).

4. Execution. It is imperative that individuals or units whose performance of duty is demonstrably superior to that of their

contemporaries receive proper and prompt recognition. In those cases where an individual's or unit's performance is clearly superior to that of his or her contemporaries, a report of such performance should be forwarded electronically via the chain of command in the form of an appropriate award recommendation and in accordance with the Improved Awards Processing System.

5. Administration and Logistics. Reference (a) tasks commanders with ensuring that noteworthy performance of duty by personnel under their command receive timely and appropriate recognition and that suitable notations are entered in the official records of the individuals concerned. Originators of award recommendations should review references (a) through (d) to ensure eligibility criteria and administrative requirements are met for recommended award. The enclosures are provided for amplification.

6. Command and Signal

a. Command. This Order is applicable to all I MEF Command element, Major subordinate commands, and Major subordinate elements.

b. Signal. This Order is effective the date signed.



R. F. CASTELLVI
Chief of Staff

Distribution List: I, II

DEFINITIONS

1. Superior Achievement Awards. Superior achievement awards are those awards for performance above and beyond that normally expected. They may recognize a one-time occurrence, or performance of short duration (usually one to six months) also known as "impact" awards.
2. Sustained Service Awards. Sustained service awards are awarded for conspicuous meritorious service distinct from normal performance of assigned duties. Sustained service awards will normally be forwarded at the end of the individual's tour with I MEF. Caution must be exercised to avoid recommendation based solely on grade and/or billet. The basis of any recommendation must be superior quality of service rendered.
3. Retirement Awards. Retirement or transfer to the Fleet Marine Reserve is a significant milestone to consider when an individual's recent performance is being evaluated per established awards criteria. In making judgments regarding the appropriate level of recognition, the magnitude of the achievement or service and the level of responsibility are pertinent factors that must be considered. There are no provisions in the awards system for personal decorations based solely on accumulated years of service or rank. However, properly supported award recommendations that coincide with the retirement of Marines and Sailors of I MEF generally receive favorable consideration. The proposed citation must focus on the present tour of duty, although reference to combat history and total years of service is required.
4. Letter of Continuity (LOC). Upon reassignment of an individual within I MEF (any Major Subordinate Command (MSC) thereof) or upon change of reporting senior, a Marine's reporting senior may, if he or she considers the individual's performance truly distinctive, forward a LOC outlining the individual's performance of duty. This letter may be the basis for an award recommendation upon the member's detachment from I MEF and should be maintained on file with the individual's Reporting Senior. Length of tour will be taken into consideration for End of tour (EOT) Awards. (i.e. A Marine is with one command within the I MEF for 3 years, which is considered a normal tour of duty, therefore can be considered for EOT award vice LOC).

5. Types of Awards. Decorations, medals, and awards, as referred to herein, are those official decorations, medals, and awards listed in reference (a).

a. Certificate of Commendation (CertCom). A CertCom is a form of recognition for exceptional performance of duty when an individual has distinguished himself among those performing similar services, but not to the extent to warrant a decoration. Commanding General's (CG) CertComs may be issued by the CG, I MEF or MSC CGs. Commanding Officer (CO) CertComs may be issued by any CO with the authority to approve the Navy and Marine Corps Achievement Medal.

b. Meritorious Mast. A Meritorious Mast is a form of recognition for enlisted personnel whose performance is considered noteworthy or commendable beyond the usual requirement of duty, or who demonstrate exceptional industry, judgment, or initiative. Meritorious Masts are conducted by commanders, using the Navy and Marine Corps Form (NAVMC) 10935 (5-37).

c. Letter of Appreciation (LOA). A LOA is a form of recognition for noteworthy or commendable performance beyond the usual requirements of duty normally issued to individuals not in the chain of command. Any officer senior to the person whose performance is considered noteworthy or commendable may issue LOAs. LOAs recognizing individuals, units, and commands external to I MEF will be signed by the CG, I MEF (or his designated representative). Subordinate commanders may award LOAs to personnel and units internal to I MEF, or may submit a proposed LOA for the CG's signature if deemed appropriate.

d. Commendatory Correspondence. Commendatory correspondence is correspondence from any source recognizing an individual's commendable acts or service.

6. Eligible Personnel

a. U.S. Marine Corps and Navy personnel

(1) Any service member serving in a capacity with the U.S. Navy, defined as active duty and reserve Marines and Sailors.

(2) Anyone who meets the eligibility criteria for an award may be recommended for such an award by any commissioned

officer senior to the individual being recommended.

b. Sister Service Personnel. Recommendations for naval decorations to Army, Air Force, and Coast Guard personnel will be submitted to the Secretary of the Navy (SECNAV) via the chain of command per reference (a).

c. Awards to Foreign Military. The required elements of award recommendation packages for foreign military personnel, and the chain of command through which they are submitted to the final awarding authority, shall be the same as specified for awards to U.S. personnel and units. Department of the Navy (DON) Awards, SECNAV, or his designee, may award DON decorations to foreign military personnel, in grades comparable to O-6 and below at the time the act was performed, and at the time the decoration is presented. These decorations may not be awarded to foreign general or flag officers without the approval of SECDEF. Follow the guidelines of reference (a) for submission requirements.

GENERAL INSTRUCTIONS

1. Personal award recommendations will be submitted per the current edition of the references and this order. Recommendations for unit awards will be prepared per references (a), (b), and (c).
2. CGs and COs under administrative control of CG, I MEF will establish procedures for processing recommendations for decorations, medals, and awards. The CG or CO should carefully review each submission and recommend an award commensurate with responsibility and level of excellence, as well as ensure prudent and judicious use of the awards systems.
3. Recommendations for personal awards may be initiated by any commissioned officer senior to the individual being recommended; however, the award must be routed via the appropriate chain of command.
 - a. Normally, a Marine should receive one award per tour within I MEF. Unit leaders are encouraged to submit LOCs on Marines transferring within I MEF Major Subordinate Command (MSC) or Major Subordinate Element (MSE). End of tour awards should only be considered for sustained superior performance and should not be considered as part of simply completing a tour of duty.
 - b. End of tour or retirement award recommendations for members of the Marine Expeditionary Unit's (MEU) component commands, while deployed, will be routed through the parent command for endorsement. When the MEU is in CONUS and not embarked aboard ship, the I Marine Expeditionary Force Commander exercises Operational Control (OPCON) and Administrative Control (ADCON) of the MEU. When embarked aboard Amphibious Ready Groups (ARG) ships, the Area of Operations Fleet Commander normally exercises OPCON of the MEU during routine activities; however, I Marine Expeditionary Force Commander still exercises ADCON.
 - c. Recommendations for impact awards for a specific achievement, sufficiently distinct from normally assigned duties and sufficient merit to warrant recognition, may be submitted for consideration prior to the individual's end of tour.
4. The originator of an award recommendation will ensure that the recommendation is well written, fully justified and

consistent with criteria established in references (a), (b), (c), and this order. Additionally, proposed citation will be consistent with the information contained in the summary of action (SOA), with no new achievements introduced.

5. Timely presentation of approved decorations at an appropriate ceremony is essential.

6. Administrative Instructions

a. Prior to submitting an award recommendation, the award originator must register with HQMC via the Improved Awards Processing System. A Marine may register by accessing the HQMC awards website <http://awards.manpower.usmc.mil/portal>, and following the "Registration" procedures described.

b. Prepare recommendations per references (a), (b), and (c) and this Order using the online awards program, Improved Awards Processing System (iAPS), proposed citation, and SOA format, and forward the recommendations to the appropriate approval authority via the chain of command. I MEF MCSs should forward the endorsed recommendation for CG, I MEF action to I MEF(R/U) M19000. In the event that more than one individual is being recommended for the same action, the recommendation is to be written in the senior member's name with additional personnel listed in the roster available in iAPS. Personal achievements of all personnel are to be noted individually in the SOA.

c. COs will requisition and stock appropriate awards supplies per references (b).

d. CGs and COs will ensure record copies of approved awards are maintained electronically (i.e. disc or CD-ROM).

e. CGs and COs will ensure approved awards are forwarded electronically to HQMC (UIC number is M54000) to facilitate inclusion in the Marine's OMPF.

7. Awarding Authority

a. Awarding authorities may take one of the following actions:

(1) Approve the award.

(2) Approve a downgrade of the award.

(3) Disapprove the award.

(4) Approve a higher award, if empowered to do so, or recommend a higher award to appropriate awarding authority.

(5) Return the recommendation for further clarification or justification.

b. The awarding authorities for awards are as follows:

(1) Legion of Merit (LM). Awarded by the Commandant of the Marine Corps (CMC) or the Secretary of the Navy (SecNav). Retirement LMs are awarded by the Commander, U.S. Marine Corps Forces, Pacific.

(2) Meritorious Service Medal (MM). Awarded by CG; I MEF, 1st MEB, 1st Marine Division, 3d Marine Aircraft Wing, 1st Marine Logistics Group.

(3) Navy and Marine Corps Commendation Medal (NC). Awarding authority is sub-delegated to Commanding Officer in the grade of Colonel (O-6) listed on the Colonel Command slate, to include those frocked.

(4) Navy and Marine Corps Achievement Medal (NA). Awarded by CG; I MEF, 1st MEB, 1st Marine Division, 3d Marine Aircraft Wing, 1st Marine Logistics Group, and COs with special Court-Martial convening authority.

(5) Military Outstanding Volunteer Service Medal (OV). Awarded by CG; I MEF, 1st Marine Division, 3d Marine Aircraft Wing, 1st Marine Logistics Group, and COs with special Court-Martial convening authority.

(6) Certificate of Commendation (CF). Awarded by CG; I MEF, 1st Marine Division, 3d Marine Aircraft Wing, 1st Marine Logistics Group, and COs with special Courts-Martial convening authority.

(7) Unit Awards

(a) The purpose of unit awards is to foster unit morale and esprit de corps through prompt recognition of outstanding performance of a group effort. They are restricted to the recognition of acts or services that clearly and distinctly, by nature and magnitude, place the unit's performance significantly above that of other units performing

similar missions. The performance should be that which could be recognized adequately in no other way.

(b) The Presidential Unit Citation (PUC), Navy Unit Commendation (NUC), Joint Meritorious Commendation (JMUC) and Meritorious Unit Commendation (MUC) are awarded in times of war to recognize exceptional unit valor. Recommendations for these awards during peacetime will be considered only under exceptional circumstances.

(c) Unit award recommendations should originate at the next higher echelon of command above the unit being recommended for the award. A command may not submit an award on its own behalf.

(d) In accordance with reference (d), commander's endorsements must contain a narrative account of the impact the recommended unit had on the command. This narrative should highlight the recommended unit apart from its sister units. Endorsements submitted, "Forwarded, recommending approval," only, will be returned to the originating command.

c. As an exception, awards for members of the commander's immediate personal staff are to be forwarded to the next higher awarding authority for appropriate action. Immediate personal staff includes the commander's Deputy, Chief of Staff, Aide-de Camp, and enlisted Aide.

8. Timely Submission of Award Recommendations

a. In order to ensure the timely presentation of awards, recommendations for personal decorations should be submitted to the I MEF Adjutant in accordance with the following guidelines:

- (1) LM and above - 120 days prior to desired presentations.
- (2) MM - 45 days prior to desired presentation.
- (3) NC - 30 days prior to desired presentation.
- (4) NA - 30 days prior to desired presentation.
- (5) OV - 30 days prior to desired presentation.
- (6) CF - 30 days prior to desired presentation.

b. Organizational commanders of major subordinate commands and major subordinate elements are encouraged to establish local awards board to review award recommendations and forward recommendation as appropriate within the timeframe of guidelines provided.

c. Award recommendation must be forwarded via the chain of command utilizing iAPS.

9. I MEF Awards Board

a. The I MEF Awards Board will consider all personal and unit awards submitted by I MEF units. The awards board will be guided in the performance of its duties by the references and this order.

b. The I MEF Awards Board will consist of seven AC/S or branch principles.

SAMPLE CERTIOM

Enclosure (3)

COMMANDING GENERAL
I MARINE EXPEDITIONARY FORCE

CORPORAL IMA MARINE
UNITED STATES MARINE CORPS

OUTSTANDING ACHIEVEMENT IN THE PERFORMANCE OF DUTIES WHILE SERVING WITH 11TH MARINE EXPEDITIONARY UNIT. DURING A RECENT COMMANDING GENERAL'S INSPECTION, YOUR SUPERB ATTENTION TO DETAIL AND CAN DO ATTITUDE WERE MOST EVIDENT THROUGHOUT THE INSPECTION OF FUNCTIONAL AREA 420 (COLOR GUARD), WHERE YOUR PERFORMANCE WAS THE EPITOME OF THOSE MARINE CORPS LEADERSHIP TRAITS AND PRINCIPLES HIGHLY SOUGHT AFTER FROM ALL MARINES. YOUR EFFORTS WERE INSTRUMENTAL IN YOUR AREA OF RESPONSIBILITY RECEIVING A GRADE OF MISSION CAPABLE AND BEING IDENTIFIED AS NOTWORTHY BY THE INSPECTOR. YOU TRULY SERVE AS A FORCE MULTIPLIER FOR YOUR UNIT AND THE I MARINE EXPEDITIONARY FORCE AIR GROUND TEAM. CORPORAL MARINE'S OUTSTANDING MOTIVATION AND DEDICATION TO DUTY REFLECTED CREDIT UPON HIM AND WERE IN KEEPING WITH THE HIGHEST TRADITIONS OF THE MARINE CORPS.

29TH MARCH 2011

THOMAS D. WALDHAUSER
LIEUTENANT GENERAL, U.S. MARINE CORPS
COMMANDING GENERAL
I MARINE EXPEDITIONARY FORCE

SAMPLE IN A

Enclosure (4)

(GOLD STAR IN LIEU OF THE THIRD AWARD)

CORPORAL IMA MARINE
UNITED STATES MARINE CORPS

PROFESSIONAL ACHIEVEMENT IN THE SUPERIOR PERFORMANCE OF HIS DUTIES WHILE SERVING AS NONCOMMISSIONED OFFICER IN CHARGE, REGIMENTAL AID STATION, HEADQUARTERS COMPANY, COMBAT LOGISTICS REGIMENT, 1ST MARINE LOGISTICS GROUP, I MARINE EXPEDITIONARY FORCE, FROM JULY 2011 TO SEPTEMBER 2011. DURING THIS PERIOD, CORPORAL MARINE'S EXEMPLARY PERFORMANCE OF DUTIES EARNED HIM THE DISTINCTION AS I MARINE EXPEDITIONARY FORCE NONCOMMISSIONED OFFICER OF THE QUARTER. HIS ACHIEVEMENT IS CHARACTERISTIC OF HIS SUPERB PERFORMANCE, DEMONSTRATED LEADERSHIP AND BEARING, AND SERVES AS AN EXAMPLE FOR OTHERS TO EMULATE. HE HAS WELL AND FAITHFULLY DEMONSTRATED THE HIGHEST STANDARDS OF PERSONAL APPEARANCE, MILITARY DECORUM, AND PROFESSIONAL KNOWLEDGE. CORPORAL MARINE'S INITIATIVE, PERSEVERANCE, AND TOTAL DEDICATION TO DUTY REFLECTED CREDIT UPON HIM AND WERE IN KEEPING WITH THE HIGHEST TRADITIONS OF THE MARINE CORPS AND THE UNITED STATES NAVAL SERVICE.

12TH

DECEMBER 2011

FOR THE
THOMAS D. WALDHAUSER
LIEUTENANT GENERAL, U.S. MARINE CORPS
COMMANDING GENERAL
I MARINE EXPEDITIONARY FORCE

SAMPLE IN C

Enclosure (5)

STAFF SERGEANT IMA MARINE
UNITED STATES MARINE CORPS

MERITORIOUS SERVICE WHILE SERVING AS NETWORK OPERATIONS CENTER CHIEF, 1ST RADIO BATTALION, I MARINE EXPEDITIONARY FORCE HEADQUARTERS GROUP, I MARINE EXPEDITIONARY FORCE, FROM JULY 2008 TO MARCH 2011. DURING THIS PERIOD, HE WAS RESPONSIBLE FOR COORDINATING THE S-6 PORTION OF THE RESPONSIBLE WITHDRAWAL, HE SIMULTANEOUSLY MANAGED TO MAINTAIN AND RETROGRADE OVER 900 ITEMS WITHIN THE CLASSIFIED MATERIAL CONTROL CENTER AND ELECTRONIC KEY MANAGEMENT SYSTEM ACCOUNT. HE SYSTEMATICALLY SELF TAUGHT, THEN RELAYED TO HIS MARINES COMPLEX SYSTEM ADMINISTRATION PROTOCOLS FOR MULTIPLE SOFTWARE PROGRAMS. HE PROCESSED OVER \$250,000 IN INFORMATION TECHNOLOGY PROCUREMENT REQUESTS TO UPDATE THE BATTALION'S COMMUNICATIONS INFRASTRUCTURE, AND TRANSITIONED THE BATTALION'S WEBSITES ON FIVE DIFFERENT NETWORKS TO SHAREPOINT. HE DRAFTED AND ENACTED THE UNIT'S INFORMATION MANAGEMENT POLICY WHICH ASSISTS DECISION MAKERS WITH TIMELY AND ACCURATE INFORMATION. STAFF SERGEANT MARINE'S NOTEWORTHY ACCOMPLISHMENT, PERSISTENCE, AND DEVOTION TO DUTY REFLECTED CREDIT UPON HIM AND WERE IN KEEPING THE HIGHEST TRADITIONS OF THE MARINE CORPS AND THE UNITED STATES NAVAL SERVICE.

1ST

SEPTEMBER 2011

FOR THE
THOMAS D. WALDHAUSER
LIEUTENANT GENERAL, U.S. MARINE CORPS
COMMANDING GENERAL
I MARINE EXPEDITIONARY FORCE

SAMPLE MM (TRANSFER)

The President of the United States takes pleasure in presenting the
MERITORIOUS SERVICE MEDAL (Gold Star in Lieu of the Second Award) to

**COLONEL IMA MARINE
UNITED STATES MARINE CORPS**

for service as set forth in the following

CITATION:

For outstanding meritorious service while serving as Current Operations Officer, I Marine Expeditionary Force, from September 2010 to September 2011. During this period, Colonel Marine performed his demanding duties in an exemplary and highly professional manner. His keen understanding of Marine Air Ground Task Force operations, vision and strong leadership skills were crucial in supporting I Marine Expeditionary Force operations. During a period of high operational tempo, Colonel Marine aggressively sought to improve processes within his section. He analyzed the existing Combat Operations Center structure and introduced organizational and procedural enhancements, enabling simultaneous support to I Marine Expeditionary Force and Marine Central Command operations. In addition, he was critical to the 1st Marine Expeditionary Brigade's development and its ability to execute crisis response, serving as the Current Operations Officer. In this role, he conducted two brigade-sized exercises and established a crisis action response template that was used to provide support during Operation TOMODACHI. He also adroitly oversaw and transformed the Command brief and briefing process, emphasizing accuracy and ensuring the relevance of all content. Colonel Marine devoted personal attention to even the smallest details of the command brief, enabling the entire staff to remain appraised of operations across the Marine Expeditionary Force, both in the continental United States and around the globe. Colonel Marine's exceptional professionalism, personal initiative, and loyal devotion to duty reflected great credit upon him and were in keeping with the highest traditions of the Marine Corps and the United States Naval Service.

For the President,

**THOMAS D. WALDHAUSER
LIEUTENANT GENERAL, U.S. MARINE CORPS
COMMANDING GENERAL
I MARINE EXPEDITIONARY FORCE**

Enclosure (6)

SAMPLE MM (RETIREMENT)

The President of the United States takes pleasure in presenting the
MERITORIOUS SERVICE MEDAL to

**CHIEF WARRANT OFFICER 3 IMA MARINE
UNITED STATES MARINE CORPS**

for service as set forth in the following

CITATION:

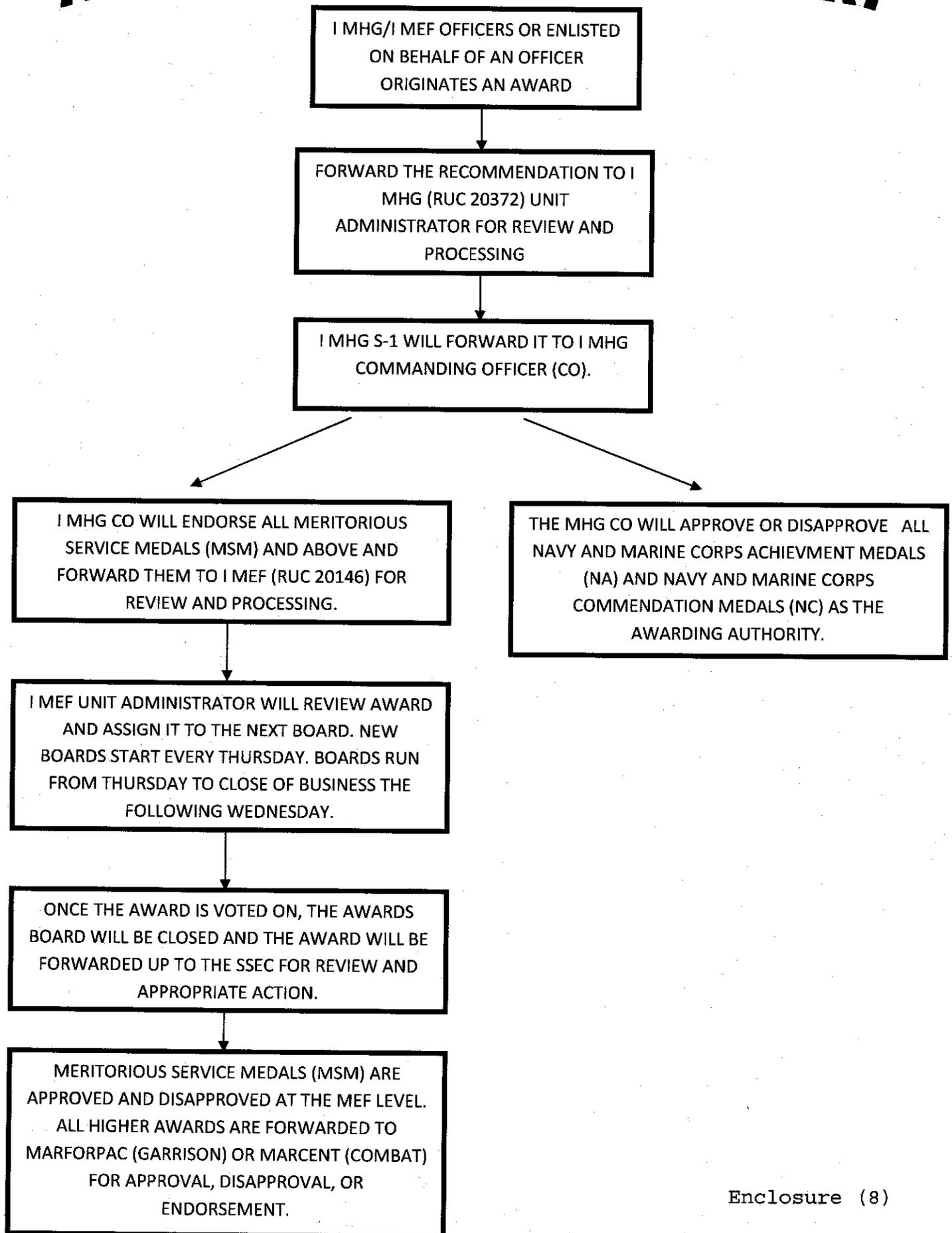
For outstanding meritorious service while serving as Financial Management Resource Officer, Comptroller Directorate, I Marine Expeditionary Force Headquarters Group, I Marine Expeditionary Force, from January 2008 to December 2011. During this period, Chief Warrant Officer 3 Marine consistently performed his duties in an exemplary and highly professional manner. Chief Warrant Officer 3 Marine's knowledge and advice on financial matters were consistently sought by I Marine Expeditionary Force subordinate units, higher headquarters, and other units throughout the Marine Corps. Demonstrating attention to detail, superior judgment, foresight and initiative, he ensured the accurate accounting, reporting, and processing of I Marine Expeditionary Force operating funds totaling over 900 million dollars. He also streamlined the command's financial processes by creating a database that extracted accounting data from the Marine Corps Standard Accounting Budgeting and Reporting System for monthly performance reports, resulting in a 50 percent reduction in aged documents. Chief Warrant Officer 3 Marine displayed determination in analyzing payment processes to identify weaknesses. His efforts resulted in implementation of controls that reduced the potential for fraud, waste and abuse of financial resources. His superior performance of duty during this tour is the hallmark of a career devoted to accomplishing broad and diverse assignments, highlighting the culmination of 20 years of honorable and dedicated Marine Corps service. Chief Warrant Officer 3 Marine's exceptional professionalism, personal initiative and loyal devotion to duty reflected great credit upon him and were in keeping with the highest traditions of the Marine Corps and the United States Naval Service.

For the President,

THOMAS D. WALDHAUSER
LIEUTENANT GENERAL, U.S. MARINE CORPS
COMMANDING GENERAL
I MARINE EXPEDITIONARY FORCE

Enclosure (7)

AWARDS PROCESS FLOW CHART



Opening and Closing Sentences

<u>AWARD</u>	<u>OPENING SENTENCE</u>	<u>CLOSING SENTENCE</u>
CERTCOMM (CF)	Outstanding achievement in the performance of duties as (Billet, Unit), I Marine Expeditionary Force, from (month year) to (month year).	(Rank Name)'s outstanding motivation and dedication to duty reflected credit upon (him, her) and were in keeping with the highest traditions of the Marine Corps.
NAVY AND MARINE CORPS ACHIEVEMENT MEDAL (NA)	PROFESSIONAL ACHIEVEMENT IN THE SUPERIOR PERFORMANCE OF (HIS,HER) DUTIES WHILE SERVING AS (BILLET,UNIT), I MARINE EXPEDITIONARY FORCE, FROM (MONTH YEAR) TO (MONTH YEAR)	(RANK NAME)'S INITIATIVE, PERSEVERANCE, AND TOTAL DEDICATION TO DUTY REFLECTED CREDIT UPON (HIM, HER) AND WERE IN KEEPING WITH THE HIGHEST TRADITIONS OF THE MARINE CORPS AND THE UNITED STATES NAVAL SERVICE.
NAVY AND MARINE CORPS ACHIEVEMENT MEDAL W/ VALOR (NV)	HEROIC ACHIEVEMENT IN THE SUPERIOR PERFORMANCE OF (HIS,HER) DUTIES WHILE SERVING AS (BILLET,UNIT), I MARINE EXPEDITIONARY FORCE, FROM (MONTH YEAR) TO (MONTH YEAR)	(RANK NAME)'S EXCEPTIONAL PROFESSIONALISM, UNRELENTING PERSEVERANCE, AND LOYAL DEVOTION TO DUTY REFLECTED CREDIT UPON (HIM, HER) AND WERE IN KEEPING WITH THE HIGHEST TRADITIONS OF THE MARINE CORPS AND THE UNITED STATES NAVAL SERVICE.
NAVY AND MARINE CORPS COMMENDATION MEDAL (NC)	(MERITORIOUS SERVICE, MERITORIOUS ACHIEVEMENT) WHILE SERVING AS (BILLET, UNIT), I MARINE EXPEDITIONARY FORCE, FROM (DAY MONTH YEAR) TO (DAY MONTH YEAR).	(RANK NAME)'S NOTEWORTHY ACCOMPLISHMENTS, PERSERVERANCE, AND DEVOTION TO DUTY REFLECTED CREDIT UPON (HIM, HER) AND WERE IN KEEPING WITH THE HIGHEST TRADITIONS OF THE MARINE CORPS AND THE UNITED STATES NAVAL SERVICE.
NAVY MARINE CORPS COMMENDATION MEDAL W/ VALOR (CV)	(HEROIC SERVICE, HEROIC ACHIEVEMENT) WHILE SERVING AS (BILLET, UNIT), I MARINE EXPEDITIONARY FORCE, FROM (MONTH YEAR) TO (MONTH YEAR).	BY (HIS, HER) UNSWERVING DETERMINATION, WISE JUDGMENT, AND COMPLETE DEDICATION TO DUTY, (RANK NAME) REFLECTED CREDIT UPON (HIM, HER) AND UPHELD THE HIGHEST TRADITIONS OF THE MARINE CORPS AND THE UNITED STATES NAVAL SERVICE.
AIR MEDAL (AF)	For (heroic or meritorious) achievement in Aerial Flight as an (Billet, Unit), I Marine Expeditionary Force, from (day month year) to (day month year).	By (his, her) superior airmanship, perseverance and loyal devotion to duty in the face of hazardous flying conditions (rank name) reflected great credit upon (himself, herself) and upheld the highest traditions of the Marine

Opening and Closing Sentences

		Corps and the United States Naval Service.
MERITORIOUS SERVICE MEDAL (MM)	For outstanding meritorious service while serving as (Billet, Unit), I Marines Expeditionary Force, from (month year) to (month year).	(Rank name)'s exceptional professionalism, personal initiative and loyal devotion to duty reflected great credit upon (him, her) and were in keeping with the highest traditions of the Marine Corps and the United States Naval Service.
BRONZE STAR (BS)	For (meritorious achievement, meritorious service) in connection with combat operations against the enemy while serving as (Billet, Unit), I Marine Expeditionary Force, from (day month year) to (day month year).	(Rank Name)'s distinctive contributions, unrelenting perseverance, and steadfast devotion to duty reflected great credit upon (him, her) and upheld the highest traditions of the Marine Corps and the United States Naval Service.
BRONZE STAR W/ VALOR (BV)	For (heroic achievement, heroic service) in connection with combat operations against the enemy while serving as (Billet, Unit), I Marine Expeditionary Force, from (month year) to (month year).	By (his, her) extraordinary guidance, zealous initiative, and total dedication to duty, (Rank Name) reflected great credit upon (himself, herself) and upheld the highest traditions of the Marine Corps and the United States Naval Service.
NAVY AND MARINE CORPS MEDAL (NM)	For heroism while serving as (Billet, Unit), I Marine Expeditionary Force, from (day month year) to (day month year).	By (his, her) courageous and prompt actions in the face of great personal risk, (rank name) reflected great credit upon (himself, herself) and upheld the highest traditions of the Marine Corps and the United States Naval Service.
DISTIGUISHED FLYING CROSS (DV)	For (heroism or extraordinary achievement) while participating in aerial flight as (Billet, Unit), I Marine Expeditionary Force, from (day month year) to (day month year).	By (his, her) prodigious efforts, sterling performance, and unexcelled dedication to duty in the face of hazardous flying conditions, (rank name) reflected great credit upon (himself, herself) and upheld the highest traditions of the Marine Corps and the United States Naval Service.

Opening and Closing Sentences

LEGION OF MERIT (LM)	For exceptionally meritorious conduct in the performance of outstanding service as (Billet, Unit), I Marine Expeditionary Force, from (month year) to (month year).	(Rank Name)'s dynamic direction, keen judgment, and loyal devotion to duty reflected great credit upon (himself, herself) and upheld the highest traditions of the Marine Corps and the United States Naval Service.
SILVER STAR (SS)	For conspicuous gallantry and intrepidity in action against the enemy as (Billet, Unit), I Marine Expeditionary Force, from (day month year) to (day month year).	By his bold initiative, undaunted judgment, and complete dedication to duty, (rank name) reflected great credit upon (himself, herself) and upheld the highest traditions of the Marine Corps and the United States Naval Service.
RETIREMENT	Use appropriate sentence for the award	(His, Her) superior performance of during this tour is the hallmark of a career devoted to accomplishing broad and diverse assignments, highlighting the culmination of (#) years of honorable and dedicated Marine Corps Service.