COAST GUARD AWARD RECOMMENDATION

1. RECOMMENDED AWARD

2. PERIOD BEING RECOGNIZED (DATES INCLUSIVE)

3A. INDICATE IF SUBSEQUENT AWARD (FIRST, SECOND, THRID, ETC.)

3B. "O" DEVICE YES ☐ NO ☐ N/A ☐

PERSONAL AWARD INFORMATION
(FOR CIVILIAN AWARDS COMPLETE SECTION 14 ALSO)

4. NAME (LAST, FIRST, MI)

5. SOCIAL SECURITY NUMBER

6. BRANCH OF SERVICE

7. STATUS
AUXILIAR ☐ CIVILIAN ☐ REGULAR ☐ RESERVE ☐

8. GRADE/RANK (FOR CIVILIANS: POSITION TITLE, SERIES, AND GRADE) (AUX: POSITION TITLE)

9A. DETACHMENT DATE

9B. RETIREMENT
YES ☐ NO ☐

10. PREVIOUS AWARDS EARNED DURING PERIOD BEING RECOGNIZED (ATTACH COPY)

11. PRESENT DUTY STATION (AUX: DIVISION/FLOTILLA)

12. NEW DUTY STATION (HOME ADDRESS IF SEPARATION ANTICIPATED)

13. OTHER PERSONNEL RECOMMENDED FOR SAME ACTION AND AWARD RECOMMENDED

14. FOR CIVILIAN RECOMMENDATIONS ONLY

14A. PREVIOUS AWARDS DURING PAST 3 YEARS

14B. RECOMMENDED AMOUNT OF AWARD (IF APPLICABLE)

14C. RECOMMENDED AMOUNT OF TIME OFF (IF APPLICABLE)

UNIT/TEAM AWARD INFORMATION

15. NAME OF UNIT/TEAM

16. LOCATION OF UNIT/TEAM AT TIME OF ACTION

17. LIST OF UNIT/TEAM PERSONNEL RECOMMENDED FOR AWARD (USE ADDITIONAL PAGE OR ATTACH ROSTER IF NECESSARY). PROVIDE NAME, SSN, GRADE/RATE, STATUS, AND PRESENT DUTY STATION.

18. NAME, GRADE, TITLE OF ORIGINATOR | PHONE NO. | SIGNATURE | DATE

19. FORWARDING ENDORSEMENTS BY VIA ADDRESSEE(S). ATTACH ADDITIONAL SHEETS AS NECESSARY.

VIA	COMMAND	RECOMMENDED AWARD	"O" DEVICE	SIGNATURE, GRADE, TITLE	DATE
1.			☐ YES ☐ NO		
2.			☐ YES ☐ NO		
3.			☐ YES ☐ NO		

20. DISPOSITION BY AWARDING AUTHORITY AWARD APPROVED	"O" DEVICE	EXTRAORDINARY HEROISM APPROVED	SIGNATURE, GRADE, TITLE	DATE
	☐ YES ☐ NO	☐ YES ☐ NO ☐ N/A		

21. SUMMARY OF ACTION:

ATTACH A SEPARATE SHEET, IN NARRATIVE OR BULLET STYLE, TO MORE EFFECTIVELY CONVEY ACTION. AT A MINIMUM, MUST ADDRESS THE FOLLOWING QUESTIONS: (1) WHAT WAS THE SPECIFIC ACT/SERVICE PERFORMED? (2) WHERE AND WHEN DID THE ACTION/SERVICE HAPPEN? (3) WHAT WAS THE VALUE/EFFECT OF THE MEMBERS' CONTRIBUTION? (SEE COMDTINST M1650.25 (SERIES))

FOR CIVILIAN AWARDS: SHOULD NOT EXCEED THREE PAGES: SEE COMDTINST M12451.1 (SERIES) FOR GUIDANCE ON SPECIFIC AWARDS. CITATION IF APPLICABLE.