



# US JOINT AWARDS ROUTING SHEET



**Subj: AWARD RECOMMENDATION**  
**ICO:**  
**TRNS DATE:**

	ACTION	SIGNATURE	DATE
AWARDING AUTHORITY	APPROVE		
MIL ASST	REVIEW		
ADMIN ASST	PROCESS		
COMMAND SEL			
USN CO			
USN XO			
USN EA			
REGISTRY SECTION HEAD (AWARDS BOARD)	REVIEW		
USN SEL	REVIEW		
REGISTRY LCPO	REVIEW		
REGISTRY LPO	REVIEW		
AWARDS YN	PROCESS		
OSO	REVIEW		
NR UNIT CO	REVIEW		

*Comments:*

**RECOMMENDATION FOR AWARD**

16 FEB 18

For all awards higher than a DMSM, refer to special instructions in DoDM 1348.33, Volume 4, December 21, 2016

1. To (DCOS CD for JSCM/DMSM) (Senior Svc Rep for JSAM)	2. From (Reserve unit)	3. Date (YYYYMMDD)
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**PART I - SERVICE MEMBER DATA**

4. Name (Last, First, Middle Initial)	5. Rank/Rate	6. SSN <span style="float: right;">Privacy Act - For Official Use Only</span>
7. Directorate/Branch/Section	8. Previous Awards	
9. Branch of Service USN	10. Recommended Award	11. Period of Award (YYYYMMDD-YYYYMMDD)
12. Reason: <input type="checkbox"/> Meritorious <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement (    years) <input type="checkbox"/> Separation		14. Proposed Presentation Date (YYYYMMDD)
13. Next Cmd Data:		

**PART II - RECOMMENDER DATA**

15. Name (Last, First, Middle Initial)	16. Contact Info Phone: _____ Email: _____	
17. Title/Position	19. Signature	
18. Relationship to Awardee		
20. Comments		

**Part III - Justification and Citation Data (Use specific bullet examples of meritorious acts or service)**

**21. Summary of Action**

\_\_\_\_\_, United States Navy, \_\_\_\_\_, distinguished \_\_\_\_\_ by exceptionally meritorious service as \_\_\_\_\_ for Navy Reserve (NR) Detachment \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ for North Atlantic Treaty Organization (NATO) in support of Headquarters, Supreme Allied Commander Transformation (SACT). \_\_\_\_\_ leadership, technical acumen, and perseverance in an extremely demanding assignment contributed directly to the mission success of this NATO Strategic Headquarters. Specific accomplishments include:

\_\_\_\_\_ is the embodiment of the transformational spirit and mission of this command. \_\_\_\_\_ efforts will continue to have a direct impact on the transformation of the Alliance. The distinctive accomplishments of \_\_\_\_\_ reflect great credit upon \_\_\_\_\_, Supreme Allied Commander Transformation, the United States Navy, and the Department of Defense.

<b>Name (Last, First, Middle Initial)</b>	<b>SSN</b>
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**22. Proposed Citation**

\_\_\_\_\_, United States \_\_\_\_\_, distinguished himself by exceptionally meritorious service as \_\_\_\_\_ for North Atlantic Treaty Organization Headquarters, Supreme Allied Commander Transformation from \_\_\_\_\_ to \_\_\_\_\_

The distinctive accomplishments of \_\_\_\_\_ reflects credit upon \_\_\_\_\_ Supreme Allied Commander Transformation, the United States Navy, and the Department of Defense.

**23. Approval Authority (DCOS CD for JSCM/DMSM) (Senior Svc Rep for JSAM)**

<b>Name (Last, First, Middle Initial)</b>	<b>Title/Position</b>
<b>Rank</b>	<b>Signature</b>
<b>Date</b>	

## RECOMMENDATION FOR AWARD BLOCK BY BLOCK INSTRUCTIONS

1. Awarding authority
2. Branch Head or Senior Service Representative
3. Date of submission

### PART I - SERVICE MEMBER DATA

4. Name of individual being recommended for award
5. Rank/rate of individual recommended for award
6. SSN of individual recommended for award
7. Directorate, Branch, Section of the individual recommended for award  
(Command for JWC, JALLC, JFTC, SACTREPEUR, NCIA, SACT SEE)
8. Previous awards and number
9. Branch of service
10. Recommended Award
11. Period of award being recommended
12. Reason for award
13. Next command data, if transfer award. Include Command short title and address for transferring command (if applicable)
14. Proposed date of presentation or transfer date
15. Name of individual recommending award
16. Contact information of individual recommending award
17. Title/Position of individual recommending award
18. Relationship to recommended awardee and individual recommending award
19. Signature of individual recommending award
20. Comments from individual recommending award

### PART II - JUSTIFICATION AND CITATION DATA

21. Summary of action (SOA) in bullet format (SOA is restricted to 6,200 characters)
22. Proposed citation write-up (Citation is restricted to 950 characters)
23. Approval authority. Name, Title, rank, date, signature