



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY CADET COMMAND
1ST CAVALRY REGIMENT ROAD
FORT KNOX, KENTUCKY 40121-5123

ATCC-PA (145-1)

SEP - 5 2024

MEMORANDUM FOR

**Commanders, All Units Reporting Directly to this Headquarters
Directors and Chiefs, Primary and Special Staff Offices, HQ USACC**

SUBJECT: Policy Memorandum 1-6 - Military Awards Program

1. References.

- a. Army Regulation (AR) 600-8-22, Military Awards.
- b. TRADOC Supplement (TS) to AR 600-8-22, Military Awards

2. Purpose: To outline United States Army Cadet Command (USACC) policy for individual military awards in accordance with (IAW) reference a.

3. Mission. The objective of the Military Awards Program is to provide tangible recognition for acts of valor, exceptional service or achievement, special skills or qualifications, and acts of heroism not involving actual combat.

4. Intent.

a. Awards recognize achievements of individuals who have significantly contributed to the readiness or effectiveness of the command or have made notable contributions to the morale or esprit de corps of their units or organizations. Recommendations for awards must be based on specific achievements.

b. An award should reflect both the individual's level of responsibility, his or her manner of performance and the degree to which his or her achievement or service enhanced the readiness or effectiveness of the organization.

c. No individual is automatically entitled to an award upon termination of assignment or completion of a tour. Service awards will be limited to recognition of exceptional performance. Certificates of Achievement and Letters of Commendation or Appreciation are also appropriate means to recognize departing personnel.

d. No preconditions for an award may be established such as, for example, when Soldiers are informed in advance that attainment of specific goals will result in the automatic award of a given decoration. Military decorations will not be used as prizes in contests.

ATCC-PA (145-1)

SUBJECT: United States Army Cadet Command Policy Memo 1-6, Military Awards Program

e. Limiting awards to a specific number per unit is not authorized. Rank/Grade will not be a factor in determining the type or level of recognition.

5. Commanders will:

a. Establish a program to provide tangible recognition for valor, meritorious service, exceptional service, or achievement, special skills or qualification and acts of heroism.

b. Establish suspense for timely consideration IAW reference a. Recommendations for Soldiers leaving the command will be completed prior to their departure. Due to system constraints, once a departure transaction is initiated in the Integrated Personnel and Pay System – Army (IPPS-A), units are unable to complete awards for Soldiers and an alternate mean to complete the award will have to be initiated.

c. Review recommendations for accuracy and completeness.

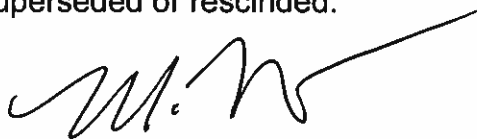
d. Approve/disapprove or upgrade/downgrade the awards appropriate to their respective commands. Endorse all award recommendations where the commander is not the approving authority with the commander's recommendation.

e. All Brigade Commanders will ensure their subordinate leaders are familiar with and execute submission requirements IAW the USACC Military Awards SOP.

6. Format. All award recommendations will be completed using the Integrated Personnel and Pay System – Army by the recommending official and forwarded through the Chain of Command to the appropriate approving authority. Each commander in the Chain of Command will review the award and recommend either approval/disapproval or upgrade/downgrade.

7. Processing timelines. Award recommendations will be submitted within timelines published in the USACC Military Awards Standard Operating Procedures (SOP).

8. This policy letter is effective until superseded or rescinded.



MAURICE O. BARNETT
Brigadier General, USA
Commanding