

**Puerto Rico State Guard
Regulation 600-8-22**

Personnel - General

Puerto Rico State Guard Awards

**Headquarters
Puerto Rico State Guard
Guaynabo, PR. 00968
4 December 2024**

UNCLASSIFIED

SUMMARY of CHANGE

PRSGR 600-8-22

Puerto Rico State Guard Awards

This is a new regulation dated: 4 December 2024.

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Office of the Commanding General
Puerto Rico State Guard Command
Tabonuco #2 GAM Tower
Guaynabo, PR 00968
19 July 2024

Puerto Rico State Guard
Regulation 600-8-22

Effective 4 December 2024

Personnel - General
Puerto Rico State Guard Awards

**By Order of the Adjutant General
of the Puerto Rico National Guard**



MIGUEL A MENDEZ
*Major General, PRNG
The Adjutant General*

Official:



EDRICK RAMIREZ GONZALEZ
*Brigadier General, PRSG
Commanding General*

Applicability. This regulation applies to all components of the Puerto Rico State Guard Command.

Management control process.

This regulation contains management control provisions for time limitations on awards stockage procedures.

Proponent and exception authority.

The J1, PRSG is the proponent for this regulation and has the authority to recommend exceptions consistent with the controlling law and regulation, subject to the approval of the Commanding General, Puerto Rico State Guard Command.

Supplementation. Supplementation of this regulation or establishment of brigade or local policies outside of the

authority dictated by this regulation is prohibited without prior approval from the Commanding General, PRSG, through the J1, PRSG available at mail: regulations@prsg.us, Tabonuco #2 GAM Tower Guaynabo, Puerto Rico 00968 1-787-731-3633 Ext. 1464.

Suggested improvements. Users may send comments and suggest improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to J1, PRSG at mail: regulations@prsg.us, Tabonuco #2 GAM Tower Guaynabo, Puerto Rico 00968 1-787-731-3633 Ext. 1464.

Distribution. This regulation is available in electronic media only and is intended for the Puerto Rico State Guard Command.

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Chapter 1

Introduction

Section I General

1-1. Purpose

This regulation standardizes the policies, criteria, and procedures for identifying and recommending Puerto Rico State Guard Command (PRSG) service members for awards. It describes the respective award authorities and the correct content, format, and staffing processes necessary for award packets, and Personnel Action Boards (PAB) responsible for considering certain award recommendations to be used in conjunction with the references.

1-2. References

See appendix A.

1-3. Explanation of abbreviations and terms

See the glossary.

1-4. Responsibilities

Responsibilities are in section II.

Section II

Responsibilities

1-5. The Adjutant General, Puerto Rico.

The Adjutant General of Puerto Rico will serve as the award approval authority per table B-2.

1-6. Commanding General, Puerto Rico State Guard Command.

The Commanding General, PRSG will—

- a.* Serve as the senior official for PAB award recommendations.
- b.* Serve as the award approval authority per table B-2.

1-7. Deputy Commander, Puerto Rico State Guard Command.

The Deputy Commanding General (DCG) PRSG, will serve as the award approval authority per table B-2.

1-8. Major Subordinate Command's (MSC), Puerto Rico State Guard Command.

The Major Subordinate Command (MSC) Commanders of PRSG will serve as the award approval authority per table B-2.

1-9. Chief Administration Officer (CAO), Puerto Rico State Guard Command.

The Chief Administration Officer (CAO) of the PRSG will serve as the coordinator of the permanent orders of awards and certificates.

1-10. Commandant of the Military Institute, Puerto Rico State Guard Command.

The Commandant of PRSG Military Institute will serve as the award approval authority per table B-2.

1-11. J1, Puerto Rico State Guard Command.

The J1, PRSG will—

- a.* Serve as the senior PRSG policy official for the awards program.
- b.* Input all award documentation into the PRSG Electronic Military Record (EMR) within sixty (60) days of award authorization.
- c.* Inventory the award stock on a quarterly basis.
- d.* Requisition, stock, and issue awards, devices, appurtenances, and ribbons as requested.

1-12. J3, Puerto Rico State Guard Command.

The J3, PRSG (or designated J3 personnel) will—

- a. Forward class completion rosters for each training event to the J1, PRSG, at the conclusion of each training event.

1-13. J4, Puerto Rico State Guard Command.

The J4, PRSG (or designated J4 personnel) will place orders for medals, mini-medals, and ribbons for PRSG issuance.

1-14. Major Subordinate Command Personnel Officer S1/A1, Puerto Rico State Guard Command.

The S1 and A1, PRSG will—

- a. Forward copies of all orders for awards to the J1, PRSG, not later than the close of each M-Day drill weekend.

1-15. Recruiting and Retention Officer, Puerto Rico State Guard Command.

- a. The R&R Commander or designated personnel will identify the SM who referred candidates for joining the PRSG and forward the information to the PRSG J1 through an email: *awards@prsg.us*

Chapter 2

Award Policy

2-1. Overview

- a. Reasons for awards include honor, valor, service in recognition of heroism, meritorious achievement, meritorious service, achievements, significant contributions to readiness or effectiveness of a unit or organization, or notable contributions to the morale and esprit of corps of units or organizations.
- b. The respective award approval authority makes the final decision to award an individual and confirm the appropriateness of the award type.
- c. Honorable service is defined by faithful and honest service in accordance with expected standards of conduct, courage, and duty required by law and customs of the service of the grade to whom the standard applies.
- d. Commanders will ensure awards do not get recommended or presented to an individual with any unfavorable personnel actions or dishonorable service, even after the time of their distinguished act, achievement, or service. In such cases the respective commander must immediately notify the awards approving authority for appropriate action.
- e. This regulation prohibits withholding award recommendations, or the presentation of awards, solely based on an award recipient's non-compliance with the PRSGI 13-100 height and weight instruction.
- f. This regulation prohibits awarding more than one type of award per act, achievement, or period of meritorious service.

2-2. Award recommendation guidance

- a. Personnel with direct personal knowledge of any act, achievement, or service worthy of an award have the responsibility and privilege to submit, through their chain of command, a formal award recommendation for any individual.
- b. Award recommendations will be forwarded through the chain of command (COC) to the appropriate approval authority not less than sixty (60) days prior to the presentation date to allow processing at all levels.
- c. An individual may receive any type of award only once.
 - (1) If an individual becomes eligible to receive the same type of award for subsequent acts, the respective successive award device is awarded instead.
 - (2) Successive award devices do not apply to the Distinguished Service Medal, as an individual can receive these medals only once during their career.
 - (3) A unit level award does not prevent a separate award recommendation for an individual within that unit.
 - (4) For approved posthumous award recommendations, the next of kin will receive the actual award and not the respective successive award device.
 - (5) For retirement award recommendations, consider an individual's grade, years of service, degree of responsibility, and performance ratings.
 - (6) Deny any award recommendation if the presentation of that award does not support the mission and goals of the PRSG.

2-3. Award time limitations

- a.* Award recommendations must be presented within two years from the date of the act, achievement, or service for submission through the chain of command before the award approval window expires. Exception to policy for time limitation must be revised by the PRSG Commanding General, and the final decision must be approved by the Adjutant General of Puerto Rico.
- b.* If a timely award recommendation becomes misdirected, the award recommendation may be resubmitted at any time along with an explanation regarding the initial award recommendation submission error.

Chapter 3

Award Approval and Processing Procedures

3-1. Award approval procedures

- a.* Forward award recommendations with supporting narratives (when required) through command channels to the approving authority. Each intermediate commander will concur approval or state specific reasons for disapproving an award recommendation.
- b.* Table B-2, Delegation of Award Approval Authority, lists each award approval authority within the PRSG.
- c.* The Puerto Rico National Guard Medal of Honor of the Legislature Assembly, Puerto Rico National Guard Medal of Valor, Puerto Rico National Guard Distinguished Service Medal, Puerto Rico National Guard Medal for Merit Cross, Puerto Rico State Guard Legion of Merit, Puerto Rico State Guard Meritorious Service Medal, Puerto Rico State Guard Commendation Medal and Puerto Rico State Guard Achievement Medal requires Personnel Action Board (PAB) approval and must include the supporting award narrative initially submitted with forms DA Form 638 or PRSG 12, as applicable.
 - (1) Upon recommendation by the PAB and approval from the PRSG Commanding General (CG), the award recommendations get submitted to the Adjutant General of Puerto Rico for final approval (See Table B-2).
 - (2) The PRSG Awards Review Board must receive an award recommendation no later than ninety (90) days prior to the proposed award presentation date.
- d.* Unit Commanders will receive approved award orders and certificates electronically.

3-2. Award processing procedures

- a.* Forward all orders for awards, and class training rosters for training awards, to the J1, PRSG at email: *awards@prsg.us*
- b.* Use the following subject line format specifically for training award emails to the J1, PRSG:
 - (1) Class name_ award_ month_ number of awards.
 - (2) Example subject line: BOLC_DSM_Sep_4.
- c.* Use the following file naming guidance for all award order attachments going to the J1, PRSG:
 - (1) Unit name_ awards_ month_ number of awards in the file.
 - (2) Example file name: 400 BDE_ awards_ March_ 21.
 - (3) Save as a pdf file.
- d.* Awards requiring PRSG Form 12, DA Form 638, or Recommendation for Awards:
 - (1) Submit an award packet with the following forms to the J1, PRSG at email: *awards@prsg.us*
 - (a)* DA Form 638 or PRSG Form 12, Awards Checklist.
 - (2) Save as a pdf file.
 - (3) Use the following subject line format: command_ awardees name_ award_ month.
 - (4) Example subject line: 400 BDE, 100 MP BN, 103 Bravo Company, Rodriguez Perez Juan. September 8.

Chapter 4

Puerto Rico State Guard Individual Decorations and Criteria for Awards

4-1. General

- a.* See table B-1 for award order of precedence.
- b.* For succeeding awards, unless stated otherwise, use the single, bronze oak leaf cluster award device.

- c. A silver oak leaf cluster award device represents five bronze oak leaf clusters.
- d. Oak leaf clusters get inserted into the award ribbon.
- e. The silver oak leaf cluster gets placed to the wearer's right of any additional bronze oak leaf clusters.

4-2. Medal of Honor of the Legislative Assembly, Puerto Rico National Guard.

- a. The recipients to be awarded may be members of the Puerto Rico National Guard or Puerto Rico State Guard.
- b. The Puerto Rico National Guard Medal of Honor of the Legislature Assembly requires PAB approval and must include the supporting award narrative initially submitted with DA Form 638.
 - (1) Upon recommendation by the PAB and approval from the PRSG Commanding General, the award recommendations get submitted to the Adjutant General of Puerto Rico for evaluation, Puerto Rico Legislative Assembly authorization, and final approval by the Governor of Puerto Rico, See PRNG Regulation 600-8-22 for guidance.
 - (2) The authority of this award is the Governor of Puerto Rico.
- c. Award the Puerto Rico National Guard Medal of Honor of the Legislature Assembly for:
 - (1) Criteria for Award: This highest Puerto Rican decoration is awarded by the governor, upon authorization by the legislature, to service member who clearly distinguished themselves by their heroism in actual hostilities.
- d. For approval authority, See table B-2.

4-3. Medal of Valor, Puerto Rico National Guard.

- a. The recipients to be awarded may be members of the Puerto Rico National Guard or Puerto Rico State Guard for brave conduct while in state duty and as determined by the Adjutant General of Puerto Rico.
- b. The Puerto Rico National Guard Medal of Valor requires PAB approval and must include the supporting award narrative initially submitted with DA Form 638.
 - (1) Upon recommendation by the PAB and approval from the PRSG-CG, the award recommendations get submitted to the Adjutant General of Puerto Rico for final approval.
 - (2) The authority to issue this award is the Adjutant General of Puerto Rico.
- c. The Puerto Rico National Guard Medal of Valor is awarded for:
 - (1) An act of valor or heroism at the risk of life or personal injury that brings significant distinction to their unit and to the Puerto Rico State Guard Command.
- d. One Bronze Oak Leaf cluster will be worn for each additional award and one silver Oak Leaf Cluster will be worn in lieu of 5 Oak Leaf Cluster.
- e. For approval authority, See table B-2

4-4. Distinguished Service Medal, Puerto Rico National Guard.

- a. The recipients to be awarded may be members of the Puerto Rico National Guard or Puerto Rico State Guard Command for Distinguished Service rendered while in State Active Duty or working with, or for the Puerto Rico National Guard, Puerto Rico State Guard while on specified tasks or assignments determined by the Adjutant General of Puerto Rico.
- b. The Puerto Rico National Guard Distinguished Service Medal (DSM) requires PAB approval and must include the supporting award narrative initially submitted with DA Form 638.
 - (1) Upon recommendation by the PAB, the award recommendations get submitted to the Adjutant General of Puerto Rico for final approval.
- c. The Puerto Rico National Guard Distinguished Service Medal is awarded for:
 - (1) Requirements: Completion of a task assignment with specified, clear, and specific objectives either military or civil in nature, accomplished in such an outstanding manner as to exceptionally benefit the Puerto Rico State Guard Command or Puerto Rico National Guard mission or the area of civic betterment pursued. The task must be above and beyond the normal work expectations of the personnel concerned.
- d. Recommend by Major Subordinate Command (MSC) Commander, JTF-PR Commander, or his equivalent.
- e. One Bronze Oak Leaf Cluster will be worn for each additional award and one Silver Oak Leaf Cluster will be worn in lieu of 5 Bronze Oak Leaf Cluster.
- f. For approval authority, See table B-2.

4-5. Medal of Merit Cross, Puerto Rico National Guard.

a. The Puerto Rico National Guard Merit Cross will be awarded to any member of the Puerto Rico National Guard or Puerto Rico State Guard or any other person who has distinguished himself/herself by exceptionally meritorious conduct in the performance of an outstanding service to the Puerto Rico National Guard.

b. The Puerto Rico National Guard Medal of Merit requires PAB approval and must include the supporting award narrative initially submitted with DA Form 638.

(1) Upon recommendation by the PAB and approval from the PRSG-Commanding General, the award recommendations get submitted to the Adjutant General of Puerto Rico for final approval.

(2) The authority and final approval of the PRNG Medal of Merit Cross is the Adjutant General of Puerto Rico.

c. Criteria for members of the Puerto Rico National Guard.

(1) The performance must have been such as to merit recognition of key individuals for service rendered in a clearly exceptional manner. Superior performance of duties normal to grade, branch, specialty, or assignment, and experience of an individual is not adequate basis for this award. For service not related to actual war or armed conflict, the “key individuals” applies to a narrower range of positions than in time of war or armed conflict and requires evidence of significant achievement. Such service, performed in peacetime, should be in the nature of a special requirement of a performance of an extremely difficult duty in an unprecedented and clearly exceptional manner. However, justification of the award may accrue by virtue of exceptionally meritorious service in a succession of important positions.

(2) The accomplishment of the duty should have been completed prior to submitting a recommendation, or if the person being recommended has been transferred prior to completion, the accomplishment must have progressed to what may be clearly determined to be of an exceptional degree.

(3) One bronze oak leaf cluster will be worn for each additional award and one silver oak leaf cluster will be worn in lieu of five (5) bronze oak leaf clusters.

d. For approval authority, see table B-2.

4-6. Legion of Merit Medal, Puerto Rico State Guard Command.

a. The recipients to be awarded may be of the Puerto Rico State Guard Command working with or for the Puerto Rico State Guard or Puerto Rico National Guard mission, while services should be as a special requirement, or event of extremely difficult duty performed in an unprecedented and clearly exceptional manner.

b. The Puerto Rico State Guard Command Legion of Merit requires PAB approval and must include the supporting award narrative initially submitted with PRSG Form 12.

(1) Upon recommendation by the PAB and approval from the PRSG-Commanding General, the award recommendations get submitted to the Adjutant General of Puerto Rico for final approval.

(2) The authority and final approval of the PRSG Legion of Merit is the Adjutant General of Puerto Rico.

c. The Puerto Rico State Guard Legion of Merit is awarded for:

(1) Requirements: Outstanding competition and performance of meritorious services that have proved to be in the best interests of the Commonwealth of Puerto Rico, Puerto Rico State Guard Command, or Puerto Rico National Guard.

d. For approval authority, see table B-2.

4-7. Meritorious Service Medal (MSM), Puerto Rico State Guard Command.

a. The recipients to be awarded may be of the Puerto Rico State Guard Command who participated with Puerto Rico State Guard or Puerto Rico National Guard mission, while on specified tasks or assignments.

b. The Puerto Rico State Guard Command Meritorious Service Medal (MSM) requires PAB approval and must include the supporting award narrative initially submitted with PRSG Form 12.

(1) Upon recommendation by the PAB, the award recommendations get submitted to the Commanding General of Puerto Rico State Guard Command for final approval.

(2) The authority and the final approval of the PRSG MSM is the Commanding General of Puerto Rico State Guard Command.

c. Award the Puerto Rico State Guard Command Meritorious Service Medal (MSM) for--

(1) Demonstration of significant service worthy of honor.

(2) Earning significant honor through achievement.

d. Issuing an MSM in recognition of a single act of heroism or meritorious achievement does not prevent awarding the MSM for meritorious service at the termination of an assignment.

- e.* Recommendations for the MSM cannot reference acts or achievements already recognized by another award.
- f.* Do not provide successive MSMs for extended periods of the same or similar service. Instead, amend the previously issued award to incorporate the extended period of service or provide a replacement award representing the entire period of considered service.
- g.* This regulation allows for successive MSM awards complying with the guidance in items *c* and *d*.
- h.* For approval authority, see table B-2.

4-8. Commendation Medal, Puerto Rico State Guard Command.

- a.* The recipients to be awarded may be of the Puerto Rico State Guard Command (except General Officers) who participated with Puerto Rico State Guard Command or Puerto Rico National Guard mission, who while serving in any capacity in the Puerto Rico State Guard Command and shall have distinguished himself by meritorious achievement or meritorious service.
- b.* The Puerto Rico State Guard Command Commendation Medal (CM) requires PAB approval and must include the supporting award narrative initially submitted with PRSG Form 12.
 - (1) Upon recommendation by the PAB, the award recommendations get submitted to the Commanding General of Puerto Rico State Guard Command for final approval.
 - (2) The authority and the final approval of the PRSG Commendation Medal is the Commanding General of Puerto Rico State Guard Command.
- c.* The Puerto Rico State Guard Command Commendation Medal is awarded for:
 - (1) Demonstrable and tangible contribution in the best interest of the Puerto Rico State Guard Command, Puerto Rico National Guard, or Commonwealth of Puerto Rico.
- d.* One bronze oak leaf cluster will be worn for each additional award and one silver oak leaf cluster may be worn in lieu of five bronze oak leaf clusters.
- e.* For approval authority, see table B-2.

4-9. Achievement Medal, Puerto Rico State Guard Command.

- a.* The recipients to be awarded may be of the Puerto Rico State Guard who participated with Puerto Rico State Guard Command or Puerto Rico National Guard mission, while on specified tasks or assignments
- b.* The Puerto Rico State Guard Command Achievement Medal (ACM) requires PAB approval and must include the supporting award narrative initially submitted with PRSG Form 12.
 - (1) Upon recommendation by the PAB, the award recommendations get submitted to the Commanding General of Puerto Rico State Guard Command for final approval.
 - (2) The authority and the final approval of the PRSG Achievement Medal is the Commanding General of Puerto Rico State Guard Command.
- c.* The Puerto Rico State Guard Command Achievement Medal is awarded for:
 - (1) Use when an individual's service or achievement exceeds what the Puerto Rico State Guard Command expects from its SMs, or performed a significant achievement but is not considered adequate to qualify for Puerto Rico State Guard Command Commendation Medal.
- d.* For approval authority, see table B-2.

4-10. * Good Conduct Ribbon, Puerto Rico State Guard Command.

- a.* The Puerto Rico State Guard Command Exemplary Conduct Medal will be awarded to each enlisted member of the Puerto Rico Guard Command who distinguishes himself from among his fellow enlisted, by his exemplary conduct, efficiency, and fidelity, while in such enlisted status. This ribbon does not require PAB approval, but it must include the ribbon narrative in PRSG Form 12 and final approval from the MSC Commander.
- b.* Recipients must comply with non-judicial punishments, disciplinary infractions, or other offenses void.
- c.* The following criteria is established for the award:
 - (1) Period of service: Three years of continuous service.
 - (2) Attendance at armory drills and campus: Must have attended at least 80% of all scheduled unit drills and the three Annual Training Camps (AT) with his unit.
 - (3) Behavior and efficiency: Must have been rated during the Qualifying period at least "excellent". Must have not been subject to disciplinary action at any time during the qualifying period.
- d.* The good conduct clasp award device attaches to the ribbon.

(1) One Bronze Oak Leaf will be worn for additional awards. One Silver Oak Leaf will be worn in lieu of five (5) Bronze Oak Leaf's.

e. This award applies retroactively to all current personnel.

f. For approval authority, see table B-2.

4-11. Military Service Ribbon, Puerto Rico State Guard Command.

a. The recipients will be awarded to personnel of the Puerto Rico State Guard Command for military service in the organization in recognition of their voluntary contribution and interest towards the security and defense of Puerto Rico. This ribbon does not require PAB approval, but it must include the Initial Entry Training Course, Direct Commission Officer Orientation Course, Officer Candidate School, or Warrant Officer Candidate School graduation diplomas copy as applicable with PRSG Form 12.

b. The Puerto Rico State Guard Military Service ribbon is authorized to be worn upon completion of Initial Entry Training Course (IETC) for enlisted soldiers/airman and branch-specific Direct Commission Officer Orientation Course (DCOOC), Officer Candidate School (OCS) for Commissioned Officers or Warrant Officer Candidate School (WOCS) for Warrant Officers.

c. Only one award of the military service ribbon is authorized, regardless of whether a soldier/airman completes both officer and enlisted Initial Entry Training Course.

d. This award applies retroactively to all current personnel.

e. For approval authority, see table B2.

4-12. Humanitarian Service Ribbon, Puerto Rico State Guard Command.

a. The recipients to be awarded may be service member from the Puerto Rico State Guard Command, or civilian personnel working with, or for the Puerto Rico State Guard Command or Puerto Rico National Guard mission, while on specific tasks or assignments. This ribbon does not require PAB approval, but it must have included the ribbon narrative in PRSG Form 12 from the service member MSC Commander.

(1) Criteria: The Humanitarian Service ribbon (HSR). It is awarded to members of the Puerto Rico State Guard Command who distinguished themselves by meritorious direct participation in a State Active Duty (SAD) with a significant military act or operation of a humanitarian nature. It is not awarded for participation in domestic disturbances involving law enforcement, equal rights to citizens, or protection of properties.

(2) To be eligible, a service member must meet the following requirements:

(a) Must be on state active duty when directly participating in an approved humanitarian act or operation. "State Active Duty" means full-time duty in the state active military service of the Commonwealth of Puerto Rico.

(b) Must have directly participated in other humanitarian acts or state operations within the designated mainland geographical area of operation within specified time limits.

(c) Must provide evidence that substantiates direct participation in SAD-approved humanitarian acts or operations except when by-name eligibility lists are published. Acceptable evidence includes the following:

(i) Certificates, letters of commendation or appreciation.

(ii) Officer or enlisted evaluation reports.

(iii) After-action reports, situation reports, rosters, unit files or any other records or documentation which verify the service members' participation.

(iv) Statements from commanders, supervisors, or other officials who were able to substantiate the service members' direct participation in the operation.

(3) The Puerto Rico State Guard HSR does not preclude or conflict with other service medals/ribbon or decorations awarded based on achievement or meritorious service.

b. For approval authority, see table B-2.

4-13. * Outstanding soldier / NCO of the year ribbon, Puerto Rico State Guard Command.

a. The recipients to be awarded are members of the Puerto Rico State Guard Command. This ribbon does not require PAB approval, but it must include the ribbon narrative in PRSG Form 12 from the service member MSC Commander.

(1) To give special recognition to the soldier/airman who has demonstrated outstanding military excellence and achievement in the performance of his/her duty.

(2) Soldier/airman is selected by a special board of Command Sergeant Majors of the PRSG. Candidates for the soldier and airmen of the year must have been selected as soldier/airmen NCO of the quarter IAW Puerto Rico State Guard Command Instruction PRSGI 6-724 during the previous four quarters of the year.

b. For approval authority, see table B-2.

4-14. * Community Service Ribbon, Puerto Rico State Guard Command.

a. The recipients to be awarded may be members of the Puerto Rico State Guard Command or civilian personnel working with or for the Puerto Rico State Guard Command or Puerto Rico National Guard mission, while on specific tasks or assignments. This ribbon does not require PAB approval, but it must have included the ribbon narrative in PRSG Form 12 from the service member MSC Commander.

(1) Awarded to members, civilians or employees of the Puerto Rico National Guard who render outstanding services during special events, projects, or activities that enhance the image of our National Guard, Commonwealth of Puerto Rico and improve the quality of life of our people.

(2) Additional awards will be represented by Bronze Service Star on the ribbon. A Silver Service Star must be worn in lieu of five (5) Bronze Service Stars.

b. For approval authority, see table B-2.

4-15. * Disaster Relief Ribbon, Puerto Rico State Guard Command.

a. The Puerto Rico State Guard Command, Disaster Relief ribbon will be awarded to each member of the Puerto Rico State Guard Command who served on State Active Duty during the Flood Emergency or who otherwise rendered meritorious service during said emergency. The ribbon will also be awarded to any member of the PRSG for participation in disaster relief operations during any emergency on the same basis as stated above. This ribbon does not require PAB approval, but it must include the ribbon narrative in PRSG Form 12 from the service member MSC Commander.

b. One Bronze Service Star will be authorized to be worn on the ribbon for each additional call to state service during disaster emergency. One Silver Service Star will be worn in lieu of 5 Bronze Service Stars.

4-16. Hurricane Maria Service Ribbon, Puerto Rico State Guard Command.

a. The recipients to be awarded may be a soldier/airman of the Puerto Rico State Guard Command that rendered meritorious service on State Active Duty in support of Hurricane Maria relief operations from 20 September 2017 to 31 December 2018. This ribbon does not require PAB approval, but it must include the ribbon narrative in PRSG Form 12 from the service member MSC Commander.

(1) This ribbon replaces the Disaster Relief Ribbon and will count only for the Hurricane Maria operations.

(2) No Disaster relief ribbon will be awarded to any soldier/airmen for the Hurricane Maria State Active-Duty relief operations. The award is posted in the soldier's personnel records. No certificate or orders are issued for this ribbon.

(3) The individual soldier's military order for the Hurricane Maria activation will be the evidence to award this ribbon.

b. For approval authority, see table B-2.

4-17. Recruiting Ribbon, Puerto Rico State Guard Command.

a. The recipients to be awarded are members of the Puerto Rico State Guard Command. This ribbon does not require PAB approval, but it must include the PRSG Form 12 approved and signed by the Recruitment and Retention officer.

(1) This ribbon is awarded when any member of the PRSG recruits at least five individuals who remain active members of the Puerto Rico State Guard Command for a minimum of one year.

b. For each succeeding award, use a bronze oak leaf cluster award device for each additional ten recruits.

c. For approval authority, see table B-2.

4-18. Officers Professional Military Education Ribbon, Puerto Rico State Guard Command.

a. The recipients to be awarded are Commissioned Officer/Warrant Officers of the Puerto Rico State Guard Command. This ribbon does not require PAB approval, but it must include the PRSG Form 12 approved and signed by the Commandant of the Military Institute with a copy of the PME military order.

(1) Award the OPME ribbon after completion of the Basic Officer Leadership Course/Warrant Officer Basic Course.

(2) Numerical award devices denote subsequent awards presented upon the completion of the Captains Career Course (CCC), Advance Leader Course (ADLC), Warrant Officer Advance Course (WOAC), Intermedial Level Education (ILE),

Warrant Officer Intermedial Level Education (WOILE), Senior Service Course (SSC) / War College (WC) and/or Warrant Officer Senior Service Course (WOSSC) /or previous active-duty school or equivalent courses.
b. For approval authority, see table B-2.

4-19. Non-Commissioned Officer Military Education Ribbon, Puerto Rico State Guard Command.

a. The recipients to be awarded are members of the Puerto Rico State Guard Command. This ribbon does not require PAB approval, but it must include the PRSG Form 12 approved and signed by the Commandant of the Military Institute with a copy of the PME military order.

(1) Award the NCO-PME ribbon after completion of the Basic Leader Course (BLC).

(2) Numerical award devices denote subsequent awards presented upon the completion of the Advanced Leader Course (ALC), Master Leader Course (MLC), First Sargent Academy (FSA) Sargent Mayor Academy (SGMA), and Command Sargent Mayor (CSMA), both (SGMA and CSMA) are Senior Leadership Command Courses, active-duty school or equivalent courses.

b. For Approval Authority, see table B-2.

4-20. Puerto Rico State Guard Physical Fitness Ribbon.

a. The recipients to be awarded are members of the Puerto Rico State Guard Command. This ribbon does not require PAB approval, but it must include the ribbon narrative in PRSG Form 12 and final approval from the MSC Commander.

b. Award the Puerto Rico State Guard Physical Fitness Ribbon to members who demonstrate above-average physical ability during a physical fitness test per Puerto Rico State Guard Command Regulation 17-100.

b. MSC Commanders must review and verify all physical fitness scorecards (PT Card) before approving any physical fitness ribbon recommendations using PRSG Form 12.

c. An individual can receive the Puerto Rico State Guard Command Physical Fitness Ribbon only once every twenty-four (24) months.

d. For succeeding awards, use a bronze oak leaf cluster award device. A silver oak leaf cluster award the device represents six bronze oak leaf clusters, and a gold oak leaf cluster award device represents eleven awards.

e. The Puerto Rico State Guard Command Physical Fitness Ribbon becomes a multiple award item, but this regulation prohibits retroactive multiple awards.

f. For approval authority, see table B-2.

Chapter 5

Puerto Rico State Guard Command Unit Decorations and Criteria for Award

5-1. General.

a. See table B-1 for award order of precedence.

b. Award unit or organizational-level acts of heroism, courage, or meritorious service.

c. For succeeding awards, unless stated otherwise, use the single, bronze oak leaf cluster award device. A silver oak leaf cluster award device represents five bronze oak leaf clusters. Oak leaf cluster award devices get inserted into the award ribbon. The silver oak leaf cluster gets placed to the wearer's right of any additional bronze oak leaf clusters.

5-2. Puerto Rico State Guard Command Meritorious Unit Award.

A unit (or unnumbered unit) must meet the following criteria for MUA recommendation:

a. Serve in state active-duty status for a period of thirty or more consecutive days.

b. Display devotion and superior performance of exceptionally difficult tasks required for mission completion.

c. Unquestionably distinguish themselves apart from other units with similar missions.

d. For approval authority, see table B-2.

5-3. Puerto Rico State Guard Command Organizational Excellence Award.

a. Present the Organizational Excellence Award only to small and unnumbered units for recognition of achievement and service.

- b.* Battalion commanders and higher headquarters can recommend this award.
- c.* Wear this award as follows:
 - (1) Individuals assigned or temporarily attached to the unit, and present for duty during the period for which the unnumbered unit received the citation and the award, receive the Organizational Excellence Award Ribbon for permanent wear.
 - (2) Individuals later assigned to the cited unit may wear the ribbon only while assigned or attached to the unit.
- d.* Place this ribbon after the Meritorious Unit Award on the ribbon bar.
- e.* For approval authority, see table B-2.

Chapter 6

Association Awards

6-1. General

- a.* See table B-1 for award order of precedence.
- b.* An individual must maintain active membership in the respective organization to wear these awards.

6-2. State Guard Association of Puerto Rico Ribbon.

- a.* All current and life members of the State Guard Association of Puerto Rico have the authorization to wear this ribbon.
- b.* Wear this ribbon before any SGAUS awards on the ribbon bar.

6-3. State Guard Association of the United States Individual and Unit Awards.

- a.* See SGAUS Awards Guidebook for guidance and qualifications for SGAUS awards.
- b.* Only current members of SGAUS have the authorization to wear SGAUS awards.
- c.* PRSG personnel will wear SGAUS unit awards on the right breast below all other unit awards.
- d.* Wear SGAUS awards in the order of precedence established by the SGAUS Awards Guidebook.

6-4. Other state military association awards.

- a.* Authorization for these awards comes from other state military defense forces and associations.

Chapter 7

Stocking and requisitioning of Puerto Rico State Guard Command Medals, Devices, Appurtenances, and Ribbons

7-1. Stocked awards.

- a.* The Chief Administrative Officer (CAO), has the following medals, devices, appurtenances, and ribbons available for the issue:
 - (1) Puerto Rico State Guard Command awards and decorations are listed in table C-1.
 - (2) Clasps.
 - (3) Oak leaf clusters.
 - (4) Acorn clusters.
 - (5) Cactus leaf clusters.
 - (6) Numerical devices.
 - (7) Decoration Certificates of Puerto Rico State Guard Command template.
- b.* The J4, PRSG staff requisitions, stocks, and issues the following: following medals and ribbons:
 - (1) PRNG Medal of Honor of the Legislature Assembly
 - (2) PRNG Medal of Valor
 - (3) PRNG Distinguished Service Medal
 - (4) PRNG Medal for Merit Cross

- (5) PRSG Legion of Merit Medal
- (6) PRSG Meritorious Service Medal
- (7) PRSG Commendation Medal
- (8) PRSG Achievement Medal
- (9) * PRSG Good Conduct Ribbon
- (10) PRSG Military Service Ribbon
- (11) PRSG Humanitarian Service Ribbon
- (12) * PRSG Outstanding Soldier / NCO of the year Ribbon
- (13) * PRSG Community Service Ribbon
- (14) * PRSG Disaster Relief Ribbon
- (15) PRSG Hurricane Maria Service Ribbon
- (16) PRSG Recruiting Ribbon
- (17) PRSG Officers Professional Military Education Ribbon
- (18) PRSG NCO Professional Military Education Ribbon
- (19) PRSG Physical Fitness Ribbon.
- c. See tables C-1 for PRSG-authorized award stockage.

* PRSG will use the same ribbon as the PRNG.

7-2. Requisitioning awards.

- a. Upon receipt of an itemized written request, the Chief Administration Officer (CAO) automatically issues awards for those individuals announced in permanent orders as published by the J1, PRSG.
- b. For restocking awards, the J1, PRSG must provide a memorandum and a Puerto Rico Military Department (Administrative Services) 1,001 Form to the J4, PRSG.
- c. Provide sixty days advance notice for requisition of medals, as they must get ordered directly from the retail company.

Appendix A References

Section I

Required Publications

Unless otherwise stated, all PRSG publications are available on the Puerto Rico State Guard Serially Numbered Issuances website at <https://www.prsg.us-policies-and-regulations>.

SGAUS Awards Guidebook 2021

State Guard Association of the United States Awards Guidebook 2021 Edition (Available at <http://sgaus.org/wpcontent/uploads/2021/03/SGAUS-Awards-Guide2021.pdf>.) (Cited in para 6-3a, d.)

PRSG Reg 17-100

Puerto Rico State Guard Command Standards of Medical Fitness Regulation 17-100 (Cited in para 4-13a.)

Section II

Related Publications

A related publication is a source of additional information. The user does not have to read it to understand this publication. Unless otherwise stated, all PRSG publications are available on the Puerto Rico State Guard Serially Numbered Issuances website at <https://www.prsg.us-policies-and-regulations>.

Army Writer

Army Awards and Service Medals (Available at <http://www.armywriter.com/award.htm>.)

Army Writer

Unit Award Citations (Available at <http://www.armywriter.com/unit-citations.htm>.)

Army Writer

Citation Examples (Available at <http://www.armywriter.com/citations.htm>.)

PRSGD 13-00

Puerto Rico State Guard Command Instruction 13-100, Height and Weight Management Program.

PRSGD 13-300

Puerto Rico State Guard Command Directive 13-300, Equal Opportunity (EO).

PRSG 22 Series Reg.

Puerto Rico State Guard Command 22 Series Regulation, Composition of Puerto Rico State Guard and Military Structure.

PRSG 10 Series Reg.

Puerto Rico State Guard Command 10 Series Regulation, TDA and UMD Position and Vacancy Board.

PRSG Reg 600-10

Puerto Rico State Guard Command Personnel and Administrative Procedures Regulation 600-10.

Section III

Prescribed Forms

This section contains no entries.

Section IV

Referenced Forms

Unless otherwise stated, all PRSG publications are available on the Puerto Rico State Guard Forms website at <https://www.prsg.us-forms.>)

DA Form 2028

Recommended Changes to Publications and Blank Forms (Available at <https://armypubs.army.mil.>)

DA Form 638

Recommendation for Award

PRSG Form 12

Recommendation for Award

Appendix B Award Precedence and Approval Authorities.

B-1. Order of precedence for awards

Table B-1 lists the order of precedence for awards, representing the order for wear and authorization for issue.

Individuals Awards	Unit Awards
PRNG Medal of Honor of the Legislature Assembly	State Unit Citations
PRNG Medal of Valor	PRSG Meritorious Unit Award
PRNG Distinguished Service Medal	PRSG Organizational Excellence Award
PRNG Medal for Merit Cross	Superior Unit Award (SGAUS)
PRSG Legion of Merit Medal	Meritorious Unit Award (SGAUS)
PRSG Meritorious Service Medal	
PRSG Commendation Medal	
PRSG Achievement Medal	
* PRSG Good Conduct Ribbon,	
PRSG Military Service Ribbon	
PRSG Humanitarian Service Ribbon	
* PRSG Outstanding Soldier/NCO of the year Ribbon	
* PRSG Community Service Ribbon	
* PRSG Disaster Relief Ribbon	
PRSG Hurricane Maria Service Ribbon	
PRSG Recruiting Ribbon	
PRSG Officers Professional Military Education Ribbon	
PRSG NCO Professional Military Education Ribbon	
PRSG Physical Fitness Ribbon	
State Guard Association of Puerto Rico Ribbons	
State Guard Association Awards	

* PRSG will use the same ribbon as the PRNG.

B-2. Award approval authorities

Table B-2 lists the approval authorities for each award, who can receive each award, and the forms and supporting information when recommending an award.

Authority	Award	To	Form(s) Supporting information
Governor of Puerto Rico. The Adjutant General of Puerto Rico.	(1) PRNG Medal of Honor of the Legislative Assembly (2) PRNG Medal of Valor	Members of the Puerto Rico State Guard Command are authorized	DA Form 638, Plus narrative for (1) and (2)
The Adjutant General of Puerto Rico or the Commanding General of the Puerto Rico State Guard with the endorsement of the Adjutant General of Puerto Rico.	(3) PRNG Distinguished Service Medal (4) PRNG Medal for Merit Cross (5) PRSG Legion of Merit Medal (6) PRSG Meritorious Service Medal (7) PRSG Commendation Medal (8) PRSG Achievement Medal (9) *PRSG Good Conduct Ribbon (10) PRSG Military Service Ribbon (11) ** PRSG Humanitarian Service Ribbon (12) *PRSG Outstanding Soldier/NCO of the year Ribbon (13) *PRSG Community Service Ribbon (14) *PRSG Disaster Relief Ribbon (15) PRSG Hurricane Maria State Guard Association of Puerto Rico Ribbons State Guard Association of the United State Awards	Members of the Puerto Rico State Guard Command are authorized ** Civilians who contributed with missions of the Puerto Rico National Guard or Puerto Rico State Guard Command are authorized.	DA Form 638, Plus narrative for (3) and (4) PRSG Form 12, Plus narrative (others)
Recruiting & Retention Det.	(16) PRSG Recruiting Ribbon	Members of the Puerto Rico State Guard Command are authorized	PRSG Form 12, Plus Certification of the Recruitment and Retention.
Major Subordinate Command (MSC) Commander's	(17) PRSG Good Conduct Ribbon (18) PRSG Physical Fitness Ribbon	Members of the Puerto Rico State Guard Command are authorized	PRSG Form 12, Plus narrative, and PT card
Commandant of the Puerto Rico State Guard Command Military Institute	(19) PRSG Officers Professional Military Education Ribbon (20) PRSG NCO Professional Military Education Ribbon	Members of the Puerto Rico State Guard Command are authorized	PRSG Form 12 signed by the Military Institute, Commandant, Plus PME Military Order

* PRSG will use the same ribbon as the PRNG.

Appendix C Authorized Award Stockage.

C-1. Authorized stockage.

Table C-1 lists the type of award and authorized stockage for the J1, PRSG.

Individuals Awards	Authorized quantity	Authorized reorder quantity
PRNG Medal of Honor of the Legislative Assembly	1	1
PRNG Medal of Valor	1	1
PRNG Distinguished Service Medal	5	2
PRNG Medal for Merit Cross	5	2
PRSG Legion of Merit Medal	5	2
PRSG Meritorious Service Medal	10	5
PRSG Commendation Medal	15	10
PRSG Achievement Medal	15	10
* PRSG Good Conduct Ribbon	20	10
PRSG Military Service Ribbon	100	50
PRSG Humanitarian Service Ribbon	100	50
* PRSG Outstanding Soldier / NCO of the year Ribbon	10	5
* PRSG Community Service Ribbon	100	50
* PRSG Disaster Relief Ribbon	200	50
PRSG Hurricane Maria Service Ribbon	200	50
PRSG Recruiting Ribbon	20	10
PRSG Officers Professional Military Education Ribbon	20	10
PRSG NCO Professional Military Education Ribbon	40	20
PRSG Physical Fitness Ribbon	20	10

* PRSG will use the same ribbon as the PRNG.

Appendix D Ribbons chart.

D-1. Ribbons chart.

Table D-1 PRSG Ribbons commonly worn, in correct order of precedence.

Awards	Ribbons
PRNG Medal of Honor of the Legislative Assembly	
PRNG Medal of Valor	
PRNG Distinguished Service Medal	
PRNG Medal for Merit Cross	
PRSG Legion of Merit Medal	
PRSG Meritorious Service Medal	
PRSG Commendation Medal	
PRSG Achievement Medal	
* PRSG Good Conduct Ribbon	
PRSG Military Service Ribbon	
PRSG Humanitarian Service Ribbon	
* PRSG Outstanding Soldier / NCO of the year Ribbon	
* PRSG Community Service Ribbon	
* PRSG Disaster Relief Ribbon	
PRSG Hurricane Maria Service Ribbon	
PRSG Recruiting Ribbon	
PRSG Officers Professional Military Education Ribbon	
PRSG NCO Professional Military Education Ribbon	
PRSG Physical Fitness Ribbon	

* PRSG will use the same ribbon as the PRNG.

Glossary

Section I Abbreviations

JTF-PR

Joint Task Forces-Puerto Rico

MSM

Meritorious Service Medal

MUA

Meritorious Unit Award

NCO

Non-Commissioned Officer

PAB

Personnel Action Board

PME

Professional Military Education

PSO

Professional Skills Officer

EMR

Electronic Military Record S

TAG

Puerto Rico Adjutant General

PRNG MV

Puerto Rico National Guard Medal of Valor

PRNG DSM

Puerto Rico National Guard Distinguished Service Medal

PRSG LM

Puerto Rico State Guard Legion of Merit Medal

PRSG MSM

Puerto Rico State Guard Meritorious Service Medal

PRSG CM

Puerto Rico State Guard Commendation Medal

PRSG AM

Puerto Rico State Guard Achievement Medal

PRSG GCM

Puerto Rico State Guard Good Conduct Medal

Section II

Terms

Order of precedence (awards)

The order of importance in the award hierarchy. Lists of awards start with the most prestigious award available. The order of precedence also designates the order of ribbons and medals on a uniform.

Small unit

Any structured unit within a brigade to include battalions, companies, platoons, squads, and teams.

J1

Personnel Staff Section at the PRSG Joint Forces Headquarter level.

J3

Operation and training Staff Section at the PRSG Joint Forces Headquarter level.

J4

Logistics Staff Section at the PRSG Joint Forces Headquarter level.

S1

Personnel Staff Section at the PRSG brigade and battalion level.

A1

Personnel Staff Section at the PRSG Air Base Group level.

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