

## Department of Defense Medal for Distinguished Public Service



This is the highest honorary award presented by the Secretary of Defense to non-career Federal employees, private citizens, and foreign nationals. The Secretary of Defense is the approval authority. This award consists of a gold medal, a miniature medal, a rosette, and a citation signed by the Secretary of Defense. An individual may receive this award more than once. Subsequent awards consist of the foregoing recognition devices and a bronze, silver, or gold palm, as appropriate.

### Eligibility:

The nominee shall be an individual who serves as a non-career Federal employee or does not derive his or her principal livelihood from U.S. Government employment. The employee has performed, at any time since enactment of Public Law 80--253 (1947), exceptionally distinguished service of significance to the Department of Defense as a whole or distinguished service of such exceptional significance to a DoD Component or function that recognition at the DoD Component level is considered insufficient. The service or assistance may have been rendered at considerable personal sacrifice and inconvenience that was motivated by patriotism, good citizenship, and a sense of public responsibility.

Nominating procedures:

The Heads of the OSD Components and Secretaries of Military Departments shall submit nominations by memorandum to the DA&M, OSD, through the Assistant Director for Labor and Management Employee Relations, Directorate for Personnel and Security, WHS. The Secretary of Defense is the approval authority. The nomination shall contain the following:

1. Name; title, series, and grade; organization and location; length of time with the organization; and period covered by the award.
2. Narrative justification that cites specific distinguished service or assistance
3. of such exceptional significance that the nominee has rendered to the Department of
4. Defense which may have been at considerable personal sacrifice and inconvenience and motivated by patriotism, good citizenship, and a sense of public responsibility.
5. Double-spaced proposed draft citation of 150 words or less.
6. Submit the original and six (6) copies of the nomination package.