SECRETARY OF THE ARMY
WASHINGTON

16 OCT 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Directive 2013-23 (Guidance for Tracking Medal of Honor Recommendations)

1. Reference Army Regulation (AR) 600-8-22 (Military Awards), 11 December 2006, Rapid Action Revision issued 24 June 2013.

2. The Medal of Honor is the highest and most prestigious U.S. military award. The incredible valor and sacrifice inherent in recommendations for the Medal of Honor make it imperative that the recommendations receive the highest priority in processing.

3. In accordance with AR 600-8-22, all Medal of Honor recommendations must be forwarded to U.S. Army Human Resources Command (HRC) regardless of the recommendation by field or intermediate commanders. In order to ensure uniformity in the processing of Medal of Honor recommendations and to ensure priority handling and visibility during every step of the process, the following requirements for tracking recommendations are effective immediately:

a. The first lieutenant colonel-level commander in the recommendation process will submit a copy of the DA Form 638 (Recommendation for Award), to HRC, Awards and Decorations Branch for tracking purposes at usarmy.knox.hrc.mbx.tagd-awards@mail.mil.

b. Each subsequent commander in the recommendation process will submit a copy of the DA Form 638 to HRC, Awards and Decorations Branch when they take action on the request.

c. HRC, Awards and Decorations Branch will follow up with the recommending command every 30 days after receipt of the initial award recommendation until HRC receives the completed Medal of Honor recommendation.

4. The Office of the Army Deputy Chief of Staff, G-1 is the proponent for this policy. The policy in this directive will be incorporated into the next revision of AR 600-8-22. This directive is rescinded upon publication of the revised regulation.

John M. McHugh

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