



STARFLEET Special Operations

AWARDS MANUAL

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The release of this manual supersedes any previous manual published under the same name and purpose.

Summary - This manual provides STARFLEET Special Operations Awards policy, criteria, and administrative instructions concerning individual and SOU Awards, Ribbons, and Qualification Badge processing and awarding Operatives in recognition of achievements and service.

The following awards are officially recognized by The STARFLEET Special Operations. These awards recognize STARFLEET Special Operations Operatives and SOUs for outstanding and significant duty, deeds, accomplishments, and achievements.

The Special Operations Leadership from the Team Leader to the Special Operations Commander is responsible for implementing the Special Operations Awards Program and recognizing all deserving Special Operations Operatives.

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Reporting Authority - The governing authority for Starfleet Special Operations is the Commander, Special Operations. Send questions, comments, or suggestions to: sfso@sfi.org or awards.sfso@sfi.org

Distribution - This publication is available in electronic media only and is intended solely for Special Operations SOUs and Independent Operatives assigned to the STARFLEET Special Operations.

The following sources were also used in one form or another to create the Special Operations Awards Manual:

Region One Award Program

USS Helen Pawlowski NCC-8494 Awards Program.

Vanguard Industries

Carefully read the award criteria to determine the appropriate Award for recommendation. All Awards are listed in descending Order of Precedence. An explanation of the Ribbons and any devices are described in the manual under said Awards or Devices.

STARFLEET AWARDS

STARFLEET CROSS



This award is given by the Commander, Starfleet to recognize a member who has rendered exceptional service to STARFLEET in general either by demonstrating consistently outstanding performance over time, or by performing a particular task or service to a high standard of excellence.

Awarded on an as-needed basis.

Subsequent devices are to be issued for each additional award.

Issuing Authority: Commander and Vice Commander, STARFLEET

SFI HONOR GUARD AWARD



Members of STARFLEET International who serve on Color Guards, Honor Guards, or Drill Teams at STARFLEET events are eligible for this award. Recipients of this award have spent time and effort in close-order drills or other parade skills and are deserving of special recognition.

Awarded on an as-needed basis.

Subsequent devices are to be issued for each additional award.

Issuing authority: BDE OIC, SFSO, RC

SFI GREAT BARRIER AWARD



Award to any STARFLEET member who has undertaken extreme or lengthy travel on behalf of STARFLEET. A possible standard for example might be 6 hours of travel time in a single direction.

Awarded on an as-needed basis.

Subsequent devices are to be issued for each additional award.

Issuing Authority: BDE OIC, SFSO, RC

SFI COMMUNITY SERVICE CITATION



This award is authorized to SFI Members who have made a significant personal impact in a community service effort. This effort does not necessarily have to be on behalf of an SFI/SFMC/SFSO campaign effort for the current year, however, financial donations are specifically excluded as the basis for eligibility, volunteering your time and hard work count, simply writing a check does not.

Awarded on an as-needed basis.

Subsequent devices are to be issued for each additional 40 hours of volunteer service.

Issuing Authority: BDE OIC, SFSO, RC

SFI UNITED FEDERATION OF PLANETS EMBASSY AWARD



Awarded to any member for participation at a STARFLEET function, such as the annual International Conference or a Regional Summit. The key word here is participation, not attendance. The member must have done more than simply attend (*i.e., served on a panel, worked on the Security detail, etc.*)

Awarded on an as-needed basis.

Subsequent devices are to be issued for each additional award.

Issuing Authority: Commander SFSO

SFI JOINT SERVICE AWARD



This award is given to SFI Members for participation in events with other Science Fiction oriented fan organizations, including other Star Trek-related fan organizations other than SFI. This may be cooperative or competitive and must be done while participating as a STARFLEET member.

Awarded on an as-needed basis.

Subsequent devices are to be issued for each additional award.

Issuing Authority: BDE OIC, SFSO, RC

SFI MEDICAL PROFICIENCY RIBBON



This award is authorized to any member who has completed either of the conditions below:

- * Completed a CPR course that is the equivalent of a Heartsaver course by the American Heart Association.
- * Completed a Basic Cardiac Life Support course or equivalent.

Documentation of training must be provided by the certifying organization and verified by the issuing authority. This ribbon is unlike most others in that it may only be worn as long as the individual's certification is in effect.

Issuing Authority: Chapter CO, Unit OIC

SFI ADVANCED MEDICAL PROFICIENCY RIBBON



This award is authorized to Members who have:

- * A current CPR certification that is equivalent to a Basic Cardiac Life Support Course by the American Heart Association.
- * A First Aid Course that is equivalent to an Advanced First Aid Course by the American Red Cross:
- * Or has completed an Emergency Medical Technician Course (Basic).

Documentation of training must be provided by the certifying organization and verified by the issuing authority. This ribbon is unlike most others in that it may only be worn as long as the individual's certification is in effect.

Issuing Authority: Chapter CO, Unit OIC

LEGION OF ARMS



This award is authorized to members of SFI who have actively served 180 days or more in the active or reserve components of their country's armed forces. In the case of the United States, this includes the Marine Corps, Navy, Army, Air Force, Coast Guard, and Space Force. It does not include the Merchant Marine or service auxiliaries like the Civil Air Patrol. It does include the Reserve Officer Training Courses (such as ROTC), or similar organizations. The member must have completed two years of service and summer camp (basic training, MS3) for the United States Armed Services. Other countries' qualifying services will be authorized on an as-needed basis. This award may be worn at the same time as the Cadet Legion of Arms if the wearer has qualified to wear both awards. However, it is discouraged and the preferred wear for those who are qualified for both awards is that the Legion of Arms is the only one worn.

Issuing Authority: BDE OIC, SFSO, RC

CADET LEGION OF ARMS



This award is authorized to members of the SFI who are graduates of JROTC or similar Military Cadet Force organizations. The awardee must have served at least two years and, in the case of JROTC, must have maintained a grade point average of 3.0 or higher. Qualifying criteria and organizations from countries outside the United States will be evaluated as needed to ensure they qualify for this award.

Issuing Authority: BDE OIC, SFSO, RC

SFSO ACHIEVEMENT AND SERVICE AWARDS

PIKE DISTINGUISHED CROSS



Awarded to an Operative who, while serving in any capacity in Special Operations, distinguished themselves by exceptionally meritorious service to STARFLEET. The performance must be such as to merit recognition for service that is exceptional. The exceptional performance of normal duty will not justify this award.

Awarded on an as-needed basis.

Subsequent devices are to be issued for each additional award.

Issuing Authority: Commander SFSO

ADMIRAL FORREST AWARD (Leadership Positions)



First



Second



Third



Fourth



Fifth



Sixth

This award is for Service on the Command Staff of Special Operations for a minimum of 1 year. If the staff member moves up to a higher position, they are eligible to wear the previous position ribbon until the staff member completes the 1-year requirement for the next Ribbon. If the Staff member moves out from the Staff altogether or takes a lower position, the Staff member is eligible to continue to wear the highest-class ribbon earned.

First Class - Commander, Special Operations

Second Class - Deputy Commander, Special Operations

Third Class - Division Directors and Chief of Staff

Fourth Class - Deputy Directors

Fifth Class - Special Operations Staff (*other*)

Sixth Class – Team Leaders

(Note: Only the highest level of the ribbons is worn at a time.)

Awarded on an as-needed basis.

Issuing Authority: Commander SFSO

SPECIAL OPERATIONS COMMENDATION AWARD



Awarded to any Operative who has distinguished themselves by meritorious achievement, or meritorious service to STARFLEET and Special Operations.

Awarded on an as-needed basis.

Subsequent devices are to be issued for each additional award.

Issuing Authority: Commander SFSO

SPECIAL OPERATIONS ACHIEVEMENT AWARD



Awarded to any Operative who has distinguished themselves by meritorious service or achievement of a lesser degree than required for award of the Special Operations Commendation Award.

Awarded on an as-needed basis.

Subsequent devices are to be issued for each additional award.

Issuing Authority: Commander SFSO

MERITORIOUS SOU COMMENDATION AWARD



This award is given to a Special Operations SOU that illustrates meritorious service either by demonstrating consistent outstanding performance over time, or by performing a particular task or service to a high standard of excellence.

(Note: One award per SOU per year maximum and the SOU must also have a 100% reporting history for that particular year.)

Awarded annually.

Subsequent devices are to be issued for each additional award.

Issuing Authority: Commander SFSO

GENERAL MARTOK SERVICE AWARD



1 yr



5 yr



10 yr



15 yr



20 yr

Awarded after 1 year of service while assigned to Special Operations and in increments of 5 years thereafter. Service beyond 10 years will be signified by a single gold cluster device for every 5 years served in Special Operations.

(Only 1 ribbon is worn.)

Awarded on an as-needed basis.

Issuing Authority: Commander SFSO

SPECIAL OPERATIONS CONCLAVE AWARD



Physical



Virtual

This award is given once per year to any Operative who attends an International Special Operations Conclave.

Awarded annually.

Virtual attendance is signified by an individual ribbon while physical attendance is signified by a gold frame. Subsequent devices are to be issued for each additional award of attendance.

Issuing authority: Commander SFSO

SPECIAL PROJECTS AWARD



This award is presented to any Operative or SOU/ MACO Teams who have shown exceptional service by completing a special project or projects while representing SFSO and/or STARFLEET. This award is presented for activities outside of the realm of Community Service.

Awarded on an as-needed basis.

Issuing authority: Commander, SFSO

SPECIAL ACTIVITIES RIBBON



This award is presented to any Operative or SOU/MACO Team that has participated in special activities. Activities are defined as games or events performed in a variety of venues. Association indicates planning/preparation stages and/or participation in the actual activity.

Awarded on an as-needed basis.

Issuing authority: Commander, SFSO

RECRUITING RIBBON and MASTER RECRUITING AWARD



Recruiting is very much a part of STARFLEET Special Operations. It is how the organization grows, and therefore special recognition is bestowed on those who take the time to help the Special Operation's membership grow.

The Special Operations Recruiting Ribbon is awarded to an Operative who successfully recruits ten members into Special Operations.

If an Operative has been particularly successful in recruiting and has successfully recruited 30 individuals into the Special Operations, they are authorized the Master Recruiting Ribbon.

To be eligible for this award, an Operative must submit a list of the members that they have successfully recruited (see below for criteria) to the Assistant Deputy Director (Operations), who upon verification will certify to the Special Operations Director that the nominee is responsible for recruiting the names submitted, if the recruit in question has appeared on any Special Operations roster before recruitment and that the required retention time has been met. The list must include the name, SCC numbers, the date joined STARFLEET, and the date on which the individual joined the Special Operations by changing their affiliation in the STARFLEET Database.

A recruit is considered successfully recruited if:

- 1) An individual who is not a member of both STARFLEET and Special Operations, joins STARFLEET and elects to be a member of the Special Operations by changing the affiliation option in the STARFLEET Database to Special Operations and subsequently renews their membership at the end of their first year. However, these individuals must not have appeared on any Special Operations SOU roster before their selection to count toward satisfying the total number of recruits required. Individuals who have been listed on Special Operations SOU rosters in the past will not be counted.

2) An individual who is currently a member of STARFLEET who changes their affiliation option in the STARFLEET Database to Special Operations and then subsequently renews their membership at the end of their first year. However, these individuals must not have appeared on any Special Operations SOU roster before their selection to count toward satisfying the total number of recruits required. Individuals who have been listed on Special Operations SOU rosters in the past will not be counted.

Only the highest Ribbon is worn. Awarded on an as-needed basis.
Issuing Authority: Commander SFSO

SUBSEQUENT AWARD DEVICES

For each subsequent act or period of meritorious service or achievement that justifies the award of a ribbon that has already been awarded previously, stars will be issued for each occurrence as follows.

1 st - Initial Ribbon	6 th - 2 Silver Stars	11 th - 1 Lg Bronze Star
2 nd - 1 Bronze Star	7 th - 3 Silver Stars	12 th - 1 Lg Silver Star
3 rd - 2 Bronze Stars	8 th - 1 Gold Star	13 th - 1 Lg Gold Star
4 th - 3 Bronze Stars	9 th - 2 Gold Stars	14 th - Large White Star
5 th - 1 Silver Star	10 th - 3 Gold Stars	

TRAINING AWARDS

SPECIAL OPERATIONS BASIC TRAINING RIBBON



Basic

Grade 10

The Special Operations Basic Training Ribbon is awarded automatically to any Operative who completes the Special Operations Grade 1 Certification. Numerical devices are to be awarded upon each Grade Level completion after Grade 1.

Awarded on an as-needed basis.

Issuing Authority: Director of Training, Special Operations

TOUR OF DUTY AWARD



After two (2) years since completing Grade 2 Certification, and currently assigned to an SOU or Independent Operative.

Issuing Authority: Director of Training, Special Operations




DAYSTROM ACADEMIC EXCELLENCE AWARD



The Daystrom Academic Excellence Award is awarded, automatically, to any Operative who completes 1000 courses from the STARFLEET Academy. This award is also issued to those Operatives who complete the Special Operations Grade 6 Certification and those Operatives who complete the Special Operations Grade 10 Certification. An Operative does not have to earn this award in any particular order. Completion of any of the above-listed criteria earns the first award etc.

Issuing Authority: Director of Training, Special Operations

Devices: Academic Lamps are an authorized device as follows:

- *  Bronze Scholastic Lamp - First Award
- *  Silver Scholastic Lamp - Second Award
- *  Gold Scholastic Lamp - Third Award

KIRK LEADERSHIP AWARD



The SPECIAL OPERATIONS Kirk Leadership Award is awarded to any Operative who completes an SFA Doctorate in Command Studies. (**See Note below*)

Awarded on an as-needed basis.

Issuing Authority: Director of Training, Special Operations

GANNET BROOKS AWARD (Doctorates)



1st Class



2nd Class

First Class - This award is for Operatives that complete an SFA Doctorate of Special Operations, an SFA Doctorate of Intelligence Operations, and an SFA Doctorate in Military Studies.

Second Class - This award is for Operatives that complete an SFA Doctorate of Special Operations, an SFA Doctorate of Intelligence Operations, and at least an SFA Master's in military studies.

Issuing Authority: Director of Training, Special Operations

(*Note: ONLY 1 ribbon is worn. Example: If an Operative is awarded both the 1st Class and 2nd Class, then the Operative should only wear the 1st Class. Also, all SFA Doctorates must each be a single major Doctorate or Master's and not a dual degree.)

ADVANCED TRAINING AWARDS



Alpha
Indirect
Action



Beta
Special
Reconnaissance



Gamma
Raiders



Delta
Direct Action



Epsilon
Intelligence



Omega
Counter-
Intelligence

The Major Hayes Award is for the completion of Special Operations Advanced Training. Completion of more than a single Advanced Training sequence will be designated by the corresponding ribbon displayed in order of precedence.

Issuing Authority: Director of Training, Special Operations

QUALIFICATION DEVICES

The following qualification Devices are officially recognized by STARFLEET Special Operations. These Devices recognize STARFLEET Special Operations Operatives for completion of certain requirements for the respective Device. Carefully read the Device criteria to determine if the Operative qualifies for that particular Device. All Devices within Special Operations are listed below as authorized by the Special Operations Commander.

SPECIAL OPERATIONS AEROSPACE WINGS

Plain Wings - Completed Grade 10 and the Aerospace and Flight Operations Specialties.



Wings with Star – Completed Grade 10 and all the Specialties.



Wings with Wreath and Star – Completed Grade 10, all the Specialties, and all Advanced Training.



CROSSED DAGGERS DEVICE



The Gold Crossed Daggers Device is awarded to Operatives that have completed all four colleges (College of SpecOps Specialties, SOUs, Resources and Training) from the Starfleet Academy College of Special Operations with 100% DISTINCTIONS in every course.

The Silver Crossed Daggers Device is awarded to Operatives that have completed all four colleges (College of SpecOps Specialties, SOUs, Resources and Training) from the Starfleet Academy College of Special Operations with 95% DISTINCTIONS with the remainder of courses as either 10 HONORS or a combination of HONORS with up to 2 PASSES.

The Bronze Crossed Daggers Device is awarded to Operatives that have completed all four colleges (College of SpecOps Specialties, SOUs, Resources and Training) from the Starfleet Academy College of Special Operations with 90% DISTINCTIONS with the remainder of courses as either 20 HONORS or a combination of HONORS with up to 4 PASSES.

Issuing Authority: Director of Training, Special Operations

SPECIAL OPERATIONS BLACK OPS DEVICE

(Contact the Chief of Staff, SFSO for instructions on purchasing the Black Ops Device)



Awarded to any Operative who has completed ALL training and holds Doctorates in both Special Operations and Intelligence.

Issuing Authority: Commander, Special Operations

Please Contact the Chief of Staff, SFSO for instructions on purchasing the above devices.

ORDER OF PRECEDENCE



1. STARFLEET Cross
2. Pike Distinguished Cross
3. Admiral Forrest Ribbon (*Leadership - Commander*)
4. Special Operations Commendation Award
5. Special Operations Achievement Award
6. Meritorious SOU Commendation Ribbon
7. SFI Honor Guard
8. SFI Great Barrier Award
9. SFI Community Service Citation Award
10. General Martok Service Award (*with 15yr Device*)
11. Special Operations Conclave Ribbon (*Physical Attendance*)
12. Special Operations Conclave Ribbon (*Virtual Attendance*)
13. SFI Joint Service Award
14. SFI United Federation of Planets Embassy Award
15. Legion of Arms Award
16. SFI McCoy Medical Training Ribbon (*Gold Cross Device*)
17. Recruiting or Master Recruiting Ribbon
18. Special Projects Award
19. Special Activities Ribbon
20. Basic Training Ribbon
21. Tour of Duty Ribbon
22. Daystrom Academic Excellence Award (*Silver Lamp Device*)
23. Kirk Leadership Award
24. Gannet Brooks Award
- 25-30. Major Hayes Awards (*Alpha, Beta, Gamma, Delta, Epsilon, Omega*)

(Please refer to the SFI Awards Manual for a more comprehensive Order of Precedence)