



**STARFLEET Special Operations
AWARDS MANUAL**

(REVISED JANUARY 2021)

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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 are responsible to implement the Special Operations Awards Program and to recognize all deserving Special Operations Operatives.

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

Region One Awards Program

USS Helen Pawlowski NCC-8494 Awards Program.

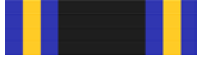
Vanguard Industries

CFE Tagman

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.

ACHIEVEMENT AND SERVICE AWARDS

PIKE CROSS



Awarded to an Operative who, while serving in any capacity in Special Operations, distinguished themselves by exceptional meritorious service to STARFLEET. The performance must be such as to merit recognition for service that is clearly exceptional. Exceptional performance of normal duty will not justify this award. To receive this award, it must be presented to the Commander and Vice Commander STARFLEET for approval before issuance of this Award.

Awarded on an as needed basis.

Subsequent devices to be issued for each additional award.

Issuing Authority: Commander and Vice Commander, STARFLEET

ARCHER DISTINGUISHED SERVICE CROSS



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

Subsequent devices to be issued for each additional award.

Awarded annually.

Issuing Authority: Commander, Special Operations

ADMIRAL FORREST AWARD (Leadership Positions)



First

Second

Third

Fourth

Fifth

Sixth

This award is for the Service in 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 all together 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

Fourth Class - Deputy Directors

Fifth Class - Special Operations Staff (*other*)

Sixth Class - (*Currently not in use*)

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

Awarded on an as needed basis.

Issuing Authority: Commander, Special Operations

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 to be issued for each additional award.

Issuing Authority: Commander, Special Operations

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 to be issued for each additional award.

Issuing Authority: Commander, Special Operations

MERITORIOUS SOU COMMENDATION AWARD



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

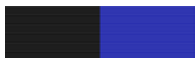
(Note: One award per SOU per year maximum and the SOU must also have a 100% reporting history for that particular year.)

Awarded annually.

Subsequent devices to be issued for each additional award.

Issuing Authority: Commander, Special Operations

PATRIOT SERVICE AWARD



Awarded to any Operative who has served honorably* in any Armed Forces for a minimum of 1 consecutive year of Active Duty Service. *(Discharge documentation is necessary for this award.)*

Awarded on an as needed basis.

Issuing authority: Commander, Special Operations

***Definition of “Honorably” for Patriot Service Award**

Honorable Discharge

If a military service member received a good or excellent rating for their service time, by exceeding standards for performance and personal conduct, they will be discharged from the military honorably. An honorable military discharge is a form of administrative discharge.

General Discharge

A General military discharge is a form of administrative discharge. If a service member's performance is satisfactory but the individual failed to meet all expectations of conduct for military members, the discharge is considered a General Discharge, Under Honorable Conditions. To receive a General Discharge from the military there must be some form of non-judicial punishment to correct unacceptable military behavior or failure to meet military standards. The discharging officer must give the reason for the discharge in writing, and the military member must sign paperwork stating they understand the reason for their discharge. Veterans may not be eligible for certain veteran's benefits under a General Discharge, including the GI Bill.

Other than Honorable Conditions Discharge

The most severe type of military administrative discharge is the Other Than Honorable Conditions. Some examples of actions that could lead to an Other Than Honorable Discharge include security violations, use of violence, conviction by a civilian court with a sentence including prison time, or being found guilty of adultery in a divorce hearing (this list is not a definitive list; these are only examples). In most cases, veterans who receive an Other Than Honorable Discharge cannot re-enlist in the Armed Forces or reserves, except under very rare circumstances. Veteran's benefits are not regularly available to those discharged through this type of discharge.

Bad Conduct Discharge (BCD)

The Bad Conduct Discharge is only passed on to enlisted military members and is given by a court-martial due to punishment for bad conduct. A Bad Conduct discharge is often preceded by time in military prison. Virtually all veteran's benefits are forfeited if discharged due to Bad Conduct.

Dishonorable Discharge

If the military considers a service member's action to be reprehensible, the general court-martial can determine a dishonorable discharge is in order. Murder and sexual assault are examples of situations which would result in a dishonorable discharge. If someone is dishonorably discharged from the military, they are not allowed to own firearms according to US federal law. Military members who receive a Dishonorable Discharge forfeit all military and veterans benefits and may have a difficult time finding work in the civilian sector.

Officer Discharge

Commissioned officers cannot receive bad conduct discharges or a dishonorable discharge, nor can they be reduced in rank by a court-martial. If an officer is discharged by a general court-martial, they receive a Dismissal notice which is the same as a dishonorable discharge.

Entry Level Separation (ELS)

If an individual leaves the military before completing at least 180 days of service, they receive an entry level separation status. This type of military discharge can happen for a variety of reasons (medical, administrative, etc.) and is neither good nor bad, though in many cases, service of less than 180 may prevent some people from being classified as a veteran for state and federal military benefits.

SPECIAL OPERATIONS ANNUAL MUSTER AWARD



Virtual

Physical

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

Awarded annually.

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

Issuing authority: Commander, Special Operations

SPECIAL OPERATIONS HONOR GUARD AWARD



This award is given to any Operative who serves as a member of a Color/Honor Guard at a Regional or STARFLEET function representing Special Operations and wearing an authorized Special Operations Uniform.

Awarded on an as needed basis.

Subsequent devices to be issued for each additional award.

Issuing authority: Commander, Special Operations

GUARDIAN AWARD



Award to an Operative who has undertaken extreme or lengthy travel on behalf of Special Operations. A possible standard for example might be 6 hours of travel time in a single direction.

Awarded on an as needed basis.

Subsequent devices to be issued for each additional award.

Issuing Authority: Commander, Special Operations

UNITED FEDERATION OF PLANETS AWARD



Awarded to any Operative 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 Operative must have done more than simply attend (*i.e., served on a panel, worked on the Security detail, etc.*) Likewise, the Operative must have attended as a Special Operations Operative for the entire time.

Awarded on an as needed basis.

Subsequent devices to be issued for each additional award.

Issuing authority: Commander, Special Operations

CURZON AWARD



Awarded to Operatives of the Special Operations who perform outstanding volunteer community service of a direct, and consequential nature. Volunteer service must be at least 40 hours and a list of hours, what the Operative did, and where it was performed must accompany the request form.

To qualify for the Curzon Award an Operatives volunteer service must meet the requirements below.

- 1) Be to the Operative's community.
- 2) Be significant in nature and produce tangible results.
- 3) Reflect favorably on STARFLEET and Special Operations.

Awarded on an as needed basis.

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

Issuing Authority: Commander, Special Operations.

AMBASSADOR SAREK SERVICE AWARD



Award to any Operative for participation in events with other Science Fiction oriented fan organizations, to include other Star Trek-related fan organizations other than SFI. This may be cooperative or competitive and must be done while obviously participating as a Special Operations Operative. Participation as an Operative can be shown by wearing a Special Operations uniform, a SOU cap or shirt, or by obviously being associated with others who are wearing a Special Operations uniform. Operatives who are also members of the same fan organization are not eligible.

Awarded on an as needed basis.

Subsequent devices to be issued for each additional award.

Issuing authority: Commander, Special Operations

GENERAL MARTOK SERVICE AWARD



1 yr

5 yr

10 yr

15 yr

20 yr

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

(Only 1 ribbon is worn.)

Awarded on an as needed basis.

Issuing Authority: Commander, Special Operations

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 prior to 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 the 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 prior to 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 prior to 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, Special Operations

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

TRAINING AWARDS

MCCOY MEDICAL TRAINING RIBBON



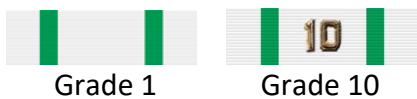
The McCoy Medical Training Ribbon is awarded to any member who completes certification in CPR courses from a certified instructor or Institution (*Red Cross, College, Nursing, Medical School, etc...*)

Proof of current CPR certification is required along with current or past medical certifications for Silver and Gold Crosses.

- * Bronze Cross - Current Certification in CPR
- * Silver Cross - Current Certification in CPR as an active EMT / Paramedic / Military Medic / LPN / RN / NP / PA / MD
- * Gold Cross - Current Certification in CPR as a retired EMT / Paramedic / Military Medic / LPN / RN / NP / PA / MD.

Issuing Authority: Director of Training, Special Operations

SPECIAL OPERATIONS BASIC TRAINING RIBBON



The Special Operations Basic Training Ribbon is awarded automatically to any Operative who completes the Special Operations Grade 1 Certification. Numerical devices 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 2 (*two*) 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 completes 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 a 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 completes a SFA Doctorate of Special Operations, SFA Doctorate of Intelligence Operations, and a SFA Doctorate in Military Studies.

Second Class - This award is for Operatives that completes a SFA Doctorate of Special Operations, SFA Doctorate of Intelligence Operations, and at least SFA Masters 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 the single major Doctorate or masters and not a dual degree.)*

COMBINED FORCES AWARD



This award is awarded to Operatives that have completed all three colleges (SOUs, Resources and Training) from the Starfleet Academy College of Special Operations with a grade of Distinction in each sub-course.

Issuing Authority: Director of Training, Special Operations

MAJOR HAYES AWARD



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 corresponding ribbon displayed in order of precedence.

Issuing Authority: Director of Training, Special Operations

ORDER OF PRESEDENCE



1. Pike Cross Award
2. Archer Distinguished Service Cross
3. Special Operations Commendation Award
4. Special Operations Achievement Award
5. Admiral Forrest Ribbon (*Leadership - Division Director*)
6. Meritorious SOU Commendation Ribbon
7. Patriot Service Award
8. Special Operations Annual Muster Ribbon (*Physical Attendance*)
9. Special Operations Honor Guard Ribbon (*with 2 subsequent awards*)
10. Guardian Award
11. United Federation of Planets Award
12. Ambassador Sarek Service Award
13. Curzon Award
14. General Martok Service Award (*with 5yr Device*)
15. Recruiting or Master Recruiting Ribbon
16. McCoy Medical Training Ribbon (*Gold Cross Device*)
17. Basic Training Ribbon (*with Grade Level 10 Number Device*)
18. Tour of Duty Ribbon
19. Daystrom Academic Excellence Award (*Silver Lamp Device*)
20. Kirk Leadership Award
21. Gannet Brooks Award (*Doctorates*)
22. Combined Forces Ribbon
- 23-28. Major Hayes Award (*Alpha, Beta, Gamma, Delta, Epsilon, Omega*)

QUALIFICATION BADGES

The following qualification badges are officially recognized by STARFLEET Special Operations. These badges recognize STARFLEET Special Operations Operatives for completion of certain requirements for the respective badge.

Carefully read the badge criteria to determine if the Operative qualifies for that particular badge. All badges within Special Operations are listed below as authorized by Special Operations Commander.

SPECIAL OPERATIONS AEROSPACE WINGS



Completion of the STARFLEET Special Operations Aerospace Specialty.

The Operative must be assigned to a SOU or be an Independent Operative for 1 year at the time of the device being awarded. Operative must provide copy of the Specialty Certification.

Issuing Authority: Director of Training, Special Operations

COMBINED FORCES EXPERT DEVICE



Awarded to any Operatives who completes any Special Operations Grade 10 Certification and who has completed all Special Operations Specialty Certifications available at the time of presenting the award. The Operative must be assigned to a SOU or be an Independent Operative for 1 year at the time of the device being awarded. Operative must also provide copy of the Grade 10 Certificate and all Specialty Certifications available at the time of submission.

Issuing Authority: Director of Training, Special Operations