



**DEPARTMENT OF THE ARMY
13TH ARMORED CORPS SUSTAINMENT COMMAND
39009 SUPPORT AVE
FORT HOOD, TX 76544-5046**

AFVG-CO

MEMORANDUM FOR 13th Armored Corps Sustainment Command

SUBJECT: Policy Letter #13, Command Awards Policy

1. REFERENCES:

- a. AR 600-8-22, Military Awards and Decorations, 19 January 2024
- b. AR 600-8-2 Suspension of Favorable Action, 5 April 2021
- c. 13th ACSC G1 Awards Standard Operating Procedures (SOP)

2. PURPOSE: To establish the 13th ACSC Commander's policy for award recommendations.

3. APPLICABILITY: This policy is applicable to all Soldiers assigned/attached to the 13th Armored Corps Sustainment Command and is effective immediately.

4. POLICY: This awards policy contains procedural guidance for processing all 13th ACSC award recommendations. All award recommendations will be prepared in accordance with the G1 Awards SOP and above cited references. All deserving Soldiers will be considered for, but are not entitled to, a service award at the completion of their tour or period of service. Deserving Soldiers will not leave the 13th ACSC without an approved award.

a. **Award Timeline and Process:** Units must make every effort to submit awards in a timely manner. There is no excuse for a deserving award to be recommended for a lower award or depart without his/her award simply because the unit failed to submit the award on time. The required timeline are as follows:

(1) **ARCOM:** Due to 13th ACSC G1 NLT 30 days prior to presentation date in the Integrated Personnel and Pay System -Army (IPPS-A). Approval Authority is a COL in a commanding billet.

(2) **MSM:** Due to 13th ACSC G1 NLT 60 days prior to presentation date in the Integrated Personnel and Pay System -Army (IPPS-A). Approval Authority is a Commanding General but can delegate approval authority to a COL(P) in a general officer commanding billet. MSMs will go through III Armored Corps for approval until

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further notice. (*Once MSMs can be approved at the 13th ACSC command level, the required submission days prior to presentation date will revert to 30 days.)

(3) LOM: Due to 13th ACSC G1 NLT 120 days prior to presentation date in order to comply with III Armored Corps G1 Policy of NLT 90 days prior to presentation date in IPPS-A. 13th ACSC LOM submissions go through III Armored Corps Commanding General for approval.

b. Current S1 will not process Permanent Change of Station (PCS) awards from previous units. The previous unit will process the award.

c. Proposed presentation dates must be within 30 days of ETS or PCS date.

d. A letter of lateness is required and must be attached to awards that are submitted past the submission timeline.

e. If the award is for retirement, PCS, or MEB, the orders or MEB memorandum must be attached to the award. If the Soldier has not received the orders or MEM memorandum the award will need to include a No Orders memorandum.

5. The point of contact for this memorandum is the 13th ACSC G1 at (254) 287-8867 or 13thescg1@army.mil.



LATHANIE J. BRUNSON
COL LG
Commanding