

NATIONAL GUARD BUREAU (ARNG-HRH-A)
111 South George Mason Drive
ARLINGTON, VA 22204-1382
DISTINGUISHED SERVICE MEDAL CHECKLIST

*DATE SUBMITTED: _____ *DSM TYPE: _____ YEARS OF SVC: _____

*PRESENTATION DATE: _____ *STATE: _____ *RANK: _____

*NAME: _____ *LAST FOUR: _____

*PREVIOUS AWARDS: AAM ARCOM MSM BSM LM OTHER: _____

ENTERED INTO NGB DATABASE

REQUIRED DOCUMENTS:

- DA FORM 638 WITH RECOMMENDATION/ENDORSEMENTS AND DATES
- ERB, ORB, DA FORM 2-1, OR PQR
- NARRATIVE (MUST SHOW EXCEPTIONALLY MERITORIOUS SERVICE)
- CITATION (MUST CORROBORATE THE NARRATIVE AND HIGHLIGHT THE MOST IMPORTANT ACHIEVEMENTS)
- LETTER OF LATENESS (IF PASS PRESENTATION DATE OR PRESENTATION DATE IS WITHIN 90 DAYS)

AR 600-8-22 DSM ELEGIBILITY CRITERIA:

- DISTINGUISHED HIMSELF/HERSELF IN A DUTY OF GREAT RESPONSIBILITY.
- PERFORMANCE MERITS RECOGNITION FOR EXCEPTIONAL SERVICE
- EVIDENCE OF CONSPICUOUSLY SIGNIFICANT ACHIEVEMENT
- SUCCESSION OF HIGH POSITIONS OF GREAT IMPORTANCE.

RECOMMENDATIONS/APPROVAL/DISAPPROVAL

SECTION CHIEF: APPROVE RWOA DOWNGRADE TO: _____

DIVISION CHIEF: APPROVE RWOA DOWNGRADE TO: _____

CHIEF OF STAFF: APPROVE RWOA DOWNGRADE TO: _____

REMARKS:
