CHAPTER 9

UNIT CITATIONS FOR GALLANTRY AND MERITORIOUS SERVICE

Introduction

9.1 Unit citations recognise gallantry in action or outstanding service in warlike operations by units of the Australian Defence Force (ADF). They may also be used for the recognition of foreign defence force units if their contribution to the effectiveness of an Australian unit, action or operation has been significant and considered worthy of recognition by appropriate ADF commanders. Descriptions of the Australian unit citations are contained in Volume 2, Chapter 13. The criteria for these awards, which do not carry a postnominal, are as follows:

a. **Unit Citation for Gallantry (UCG)**. The UCG is awarded to a unit, only for acts of extraordinary gallantry in action.

b. **Meritorious Unit Citation (MUC)**. The MUC is awarded to a unit, only for sustained outstanding service in warlike operations.

Nomination and processing procedures

9.2 Nomination and processing procedures are detailed in Annex A. Nominations are to include details of the unit, and the names and PMKeyS numbers of all personnel involved.

Definitions

9.3 The following definitions apply:

a. **In action** in a military context is the engagement between opposing forces. A member must be physically in a situation involving direct conflict between opposing forces to be determined to be ‘in action’.

b. **Minister** is the Minister for Defence.

c. **Warlike and non-warlike operations** are those operations declared by the Governor-General to be either warlike or non-warlike.

d. **Unit** includes sub-units, ships, squadrons etc.

GENERAL PROVISIONS

Form of citation

9.4 Each citation shall consist of:

a. a certificate of citation to the unit, signed by the Governor-General; and

b. insignia according to the prescribed design.

Qualifying requirements - Unit Citation for Gallantry

9.5 A UCG may be awarded for a single action or for multiple acts over time.

9.6 Individual eligibility. Individuals who were involved in the act of gallantry being recognised are eligible to wear the insignia of the citation with the Federation Star. Entitled individuals are identified on a nominal roll submitted with the award nomination.

9.7 The individual eligibility criteria for award of an emblem of the UCG will be determined on occurrence, according to the merits and circumstances of each particular action.

Qualifying requirements – Meritorious Unit Citation

9.8 A MUC may be awarded for sustained outstanding service.
9.9 Individual eligibility. Individuals who were in the unit at the time of the earning of the award are, subject to the requirements below, eligible to wear the insignia of the citation with the Federation Star. Entitled individuals are identified on a nominal roll submitted with the award nomination.

a. **Posted members.** For a cited period in excess of 30 days, a member must have served in the unit, within the area of operations specified for the citation, for at least 30 days during the cited period. For a cited period that is less than 30 days, a member must have served in the unit, in the area of operations specified for the citation, for the whole of the period cited.

b. **Other than posted members.** A member must meet the criteria detailed in the preceding subparagraph and be proven to have contributed significantly to the effectiveness of the unit or outcome of any particular actions or operations cited.

c. **Posted members not completing the prescribed qualifying period.** A member posted to a unit during the period cited for the award of a MUC who does not complete the qualifying period by reason of death, evacuation due to illness, injury or other disability due to service will be deemed to have completed the conditions required.¹

**Wearing of unit citation insignia**

9.10 Personnel listed as eligible members of the unit at the time the award was earned by the unit are entitled to wear the relevant insignia, with the Federation Star device, at all times.

9.11 Members of a unit that has been awarded a unit citation, but are not eligible to wear the insignia with the Federation Star may, in accordance with the relevant single-Service dress instructions, wear the insignia of the citation without the Federation Star while the person remains a member of the unit.

**Unit citation nomination protocol**

9.12 It is not appropriate for unit commanders to nominate their own unit for a unit citation.

**Register of awards**

9.13 Directorate of Honours and Awards maintains a register of units and the names of members to whom citations have been awarded. The register records all relevant details relating to the award.

**Post-operation nominations**

9.14 End of War Lists (EOWL) have sometimes been compiled following a major conflict to provide the opportunity to review previously unsuccessful or downgraded nominations, or provide new nominations which could not be processed during the operation for a range of reasons including security. With the removal of operational award quotas, and the introduction of new procedures which allow awards to be made without breaching security, EOWLs are not expected to be required in future.

9.15 Nominations for unit citations are to be submitted and considered no later than three years after the end of the conflict.

**Streamers**

9.16 The practice of issuing a streamer to units that are awarded a unit citation was approved by the Chief of the Defence Force (CDF) in 2004.² Streamers are not a part of the official award within the Australian Honours System. The issue and display of streamers is managed under single-Service arrangements.

¹ Approved by CDF 13 June 2012.

Annex:
A. Nomination and processing procedures for unit citations