

Presidential Citizens Medal **(PCM)**

Information and Nominating Procedures



Description: The Presidential Citizens Medal was established by Executive Order 11494 of November 13, 1969, for the purpose of recognizing citizens of the United States of America (only), who have performed exemplary deeds of service for their country or their fellow citizens. The President grants the medal to any citizen of the United States of his choosing at his sole discretion. Eligibility for the PCM is based upon that of the PMOF, but is typically of a slightly lesser scope. The medal may be bestowed posthumously and may be granted at any time during the year.

C. NOTES:

- (1) While the President alone may bestow either medal upon any individual of his choosing, he will entertain recommendations by the general public. Any individual may recommend a person who meets the extraordinarily high standards outlined above by writing directly to the President. However, official nominations by Department of Defense must be processed in accordance with the procedures outlined in Section D.
- (2) **Only individuals that meet the extremely high caliber of contribution and prominent stature as that of former recipients for either medal (see listing of former recipients in Section D, Number 8 and 9) may be sponsored by DoD.**
- (3) DoD may sponsor an individual only if the sponsoring individual has personal knowledge of the contributions of the nominee, can provide testimony to the veracity of the contributions and only if the contributions directly benefit the Department of Defense or are in the national security interests of the United States.

- (4) While private citizens, who have made exceptionally meritorious contributions to the DoD, may be eligible for sponsorship by the Department of Defense, contractor personnel are not.
- (5) Private citizen nominees sponsored by the Department must have recently been awarded the Department of Defense Award for Distinguished Public Service.

D. NOMINATING PROCEDURES FOR DOD SPONSORS

1. DoD 1400.25-M, Subchapter 451, "Awards," assigns the Assistant Secretary of Defense (Force Management Policy) (recent title change to the Principal Deputy Under Secretary of Defense (Personnel and Readiness) (PDUSD(P&R)) (1) the responsibility to review Presidential-level awards that are sponsored by DoD personnel and (2) the responsibility for recommending to the Secretary of Defense any noteworthy nominations to be endorsed to the President. The Secretary of a Military Department, a Director of Defense Agency, or an OSD Principal at the ASD level or above (referred to hereafter as DoD component heads) may sponsor proposed nominations via a memorandum to the PDUSD(P&R). All nominations originating from field commands or activities must be endorsed to the PDUSD(P&R) via a memorandum from the respective component head (component heads identified above).
2. The nominating official is responsible for preparing the supporting information (justification), which is described below in paragraph 3. The appropriate component head must request consideration via a memorandum to the Principal Deputy Under Secretary of Defense (Personnel and Readiness.) The Office of the Deputy Under Secretary of Defense (Civilian Personnel Policy.) will review the nomination package and if the nomination meets the criteria will prepare a recommendation to the Secretary of Defense.
3. The sponsoring official is responsible for preparing the background information supporting the nomination, which includes the following:
 - a. "Title and Summary Page" – This page precedes the narrative description and includes - (1) the name of the award which serves as a title to this page, (2) the nominee's full name, (3) date and place of birth, (4) current title or position, (5) previous employment positions or titles, (6) previous recognition (receipt of the Department of Defense Award for Distinguished Public Service or DoD Distinguished Career Service Award is mandatory for consideration), medals or awards that support the nominated achievements.
 - b. "Narrative Description of Contributions or Achievements" – This is a narrative that fully describes in detail the specific contributions or accomplishments that meet the extraordinarily high level of contribution required and which are similar in merit as that of former medal recipients. The narrative description should be at least 3 pages in length, single-spaced.

- c. A "Citation" (summary/highlights) of the contributions should be at least one page, double-spaced.
4. All nominations must include original documents, i.e., title page, narrative description, citation, endorsement memoranda. Only testimonials, i.e., newspaper articles, etc. (if included) may be copies of original documents.
5. The nomination package, i.e., title page, narrative justification, and citation must be typed in "Word" in 13 pitch and a 3x5 inch disc provided in the package.
6. As the decision to award these medals is made by solely by the President, there is no timeline for approving or bestowing the medals. When the White House receives a nomination, it is "under consideration" until it is approved by the President. The Department will not be informed of on-going status of nominations.
7. The President presents the Medals at White House ceremonies.
8. **Presidential Citizens Medal (PCM).**
Among those who have received the PCM are:
 - Richard Armitage, Public Servant
 - Brooke Russell Astor, Author, Philanthropist
 - Hubert Dickey Ballentine, Humanitarian
 - Ezra Taft Benson, Mormon Church Leader, Public Servant
 - Leamon R. Hunt, Diplomat
 - William H. Natcher, Member of Congress
 - Dr. David Paton, Ophthalmologist, Humanitarian
 - Armando Valladares, Human Rights Activist