U.S. ARMY HUMAN RESOURCES COMMAND
AWARDS AND DECORATIONS BRANCH

UNIT AWARDS

PRESIDENTIAL UNIT CITATION (PUC), VALOROUS UNIT CITATION (VUA), MERITORIOUS UNIT COMMENDATION (MUC), ARMY SUPERIOR UNIT AWARD (ASUA)

The Awards and Decorations Branch cannot respond to individual requests for unit award verification. The following guidance will allow Soldiers AND Unit Administrators to locate approved unit awards.

For reasons outside of HRC Awards Branch control, the online spreadsheet links have been broken and are presently not able to fixed due to IT issues between different agencies.

The spreadsheets should be used as an index only – if you click on the hyperlink on the spreadsheet it will not work.

The following information will guide you on how to use the spreadsheets as a reference to locate the General Orders.

Department of Army General Orders are hosted online by the Army Publishing Directorate at the following location:

https://armypubs.army.mil/ProductMaps/PubForm/AGO.aspx

1) Cut and paste the above link into your browser, or search Army Publishing Directorate
   + Army General Orders.
   a. Once you are on the APD website, you hover your mouse over the "Publications Tab" bringing up a dropdown menu, move your mouse to hover over "Administration", which brings up a sidebar menu, move your mouse over "AGO – Army General Orders" and click.
   b. You should now see the online General Orders. You can either scroll from 1947 to Present, or use the by-year drop down filter on the left side of records menu once you have located the Orders required.

2) The "Recent approved unit awards (1987-present)" link has a spreadsheet with four tabs which consolidates all Published Orders (Army General Orders or HRC Permanent Orders) into one searchable document. **NOTE: THE SPREADSHEET HAS FOUR LABELED TABS, A SEARCH WILL ONLY EFFECT THE CURRENT TAB (NOT ALL FOUR TABS)**
   a. To Search, we suggest you use the "Find" feature [CTR+F]
   b. In the text box that appears, you should type a "Boolean" or very general search term. For example: To find unit awards for the 2/508th, you should type: "508th" This will pull up the maximum number of unit awards for anything beginning with that number sequence.
      i. Please note the following usage for numbering in unit names: 2d or 3d not 2nd or 3rd
      ii. You should always look at the lowest level first and then work up to the Brigade
      iii. Look at how the unit awards are listed on the spreadsheet for naming conventions. Most units have an official name that is not commonly used by the everyday Soldier. For example: "Attack" is not an official unit designation.

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c. You can also search by a date if you have no luck with a by-name search. For example: you can also type: "1 Apr 11" and all awards within that listed date will hit. Look at how the unit award dates are listed on the spreadsheet.

3) A Boolean search as described above will result in the highest number of returns, which you can review by period of service to verify individual entitlement to a unit award

4) Once you locate the unit award on a General Orders, go to the APD page, locate the General Order then print the first page, the page(s)your unit award is listed (to include the page that announced the type of award) and the last page with the signature. This document can be uploaded by your S1 or UA into your iPERMS

5) If you have already checked the attachment and were unable to locate the Orders, we also suggest that you access the Center of Military History's Permanent Orders for GWOT operations website. These orders can be located at:

https://www.history.army.mil/html/forcestruc/wotawards.html#awao

a. You should perform the same style of Boolean search as described above on CMH's website.
b. Unit Awards announced on Permanent Orders are still pending final confirmation and announcement in Army General Orders. In most cases, the Permanent Order is simply confirmed; however, unit awards can be corrected to remove or include units, periods of service for units, and variations of both prior to final confirmation and announcement in Army General Orders.
c. **CMH's website was last updated on 13 October 2015**, so any award approved afterward will not be listed.

6) If you have searched both the attached spreadsheet and CMH and are still unable to locate your unit award, you should contact your previous unit S1 to see if the unit award was finalized. If so, they should be able to provide you a copy of the Permanent Orders for your records.

7) If the unit S1 does not have Orders, the Unit S1 should contact the Awards and Decorations Branch for further research and response.