MTC – Meritorious Team Commendation



|  |  |
| --- | --- |
| DATE: |  |
| ORIGINATOR: |  |
| TEAM NAME: |  |

|  |  |
| --- | --- |
| Y/N | Awarded for OUTSTANDING and MERITORIOUS SERVICE to Auxiliarists in any team or group who are worthy of special recognition and fulfillment of Auxiliary goals at any organizational level (Flotilla, Division, District). (See below) |
| Y/N | State significant, positive effect on ability of the CG/AUX to exceed missions and goals. |
| Y/N | Justify in the citation why action is “***above and beyond***”. |
| Y/N | Submit this form along with completed and electronically signed D7 CG1650 form and award citation. |
| Y/N | Action is (Y) or is not (N) operational in nature. “O” device is accordingly marked in block 3B and in the approval lines in block 19 of the CG1650 and accordingly authorized or omitted in the citation. |
| Y/N | Spelling, grammar, and punctuation have been checked. |
| Y/N | Paragraph justification, orientation, margins, line count, and font are correct (see below). |
| Y/N | Check the award citation to ensure that it meets the criteria required. |
| Y/N | Check that the list of Team Members is attached or added as the 2nd page of the D7 CG1650. In the list, include the Member’s full name, EID, Flotilla, award number of this MTC (1st, 2nd, …) and, if the Member completed General Mandated Training, i.e.is MANTR certified. |

No additional documentation attachments are required.

**Routing Signatures:**

|  |  |  |  |
| --- | --- | --- | --- |
| Flotilla Commander | **/S/ FC Name (Unit)** | Date: | **DD MMM YYYY** |
| Division Commander | **/S/ DCDR Name (Unit)** | Date: | **DD MMM YYYY** |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | | | ***Margins*** | | |
| ***Award*** | ***Justified*** | ***Min*** | ***Max \**** | ***Font*** | ***Orientation*** | ***Top*** | ***Bottom*** | ***Sides*** |
| MTC | Full | None | 24 /26 lines | TNR 11/12 B | Portrait | 1.90 | 1.00 | 1.00 |

\* Add 2 lines for the Operational Distinguishing Device authorization

**Coast Guard Meritorious Team Commendation**

Auxiliarists are eligible to receive the CG Meritorious Team Commendation award. A Captain (O-6) or higher serving in command billets (area, MLC, district, unit), serving as an office chief at CGHQ or serving as an Auxiliary District/Regional Director authorize this award. To be eligible, an Auxiliarist must have made a significant contribution to a group or team cited for the award. This team can consist of Auxiliarists and other team CG members, or all Auxiliarists. The command member, exercising operational or administrative control of the chartered team should initiate the recommendation. Recommendations for the Meritorious Team Commendation are made to appropriate operational CG commanders for actions under their control. Awards involving Auxiliary flotilla, division or district staffs must be forwarded to the applicable Director who will process via an Auxiliary or District Awards Board, as appropriate. Recommendations involving Auxiliary national staff members must be forwarded to the Chief Director, who will process came through appropriate channels. Awards should be recommended promptly after the action as there is a time limitation for making recommendations.