

**BY ORDER OF THE
SECRETARY OF THE AIR FORCE**

**DEPARTMENT OF THE AIR FORCE
POLICY DIRECTIVE 36-28**



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Personnel

AWARDS PROGRAM

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This Department of the Air Force Policy Directive (DAFPD) implements Department of Defense Instruction (DoDI) 1348.19, *Award of Medals, Trophies, Badges, and Similar Honors in Recognition of Accomplishments* and DoDI 1348.33, *DoD Military Decorations and Awards Program*. This directive establishes the framework for the Department of the Air Force's (DAF) awards and special trophies, and applies to all civilian employees and uniformed members of the Regular Air Force, the Regular Space Force, the Air Force Reserve, and the Air National Guard. Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the Office of Primary Responsibility using Air Force Form 847, *Recommendation for Change of Publication*; route AF Form 847 from the field through the appropriate functional chain of command. This publication may not be supplemented. In collaboration with the Chief of Air Force Reserve and the Director of the Air National Guard, the Deputy Chief of Staff for Manpower, Personnel, and Services (AF/A1), and the Deputy Chief of Space Operations for Personnel (SF/S1), develop personnel policy under the direction of the Assistant Secretary of the Air Force for Manpower and Reserve Affairs, for awards and special trophies.

SUMMARY OF CHANGES

This interim change revises DAFPD 36-28 by adding the requirement for a memorialization program. A margin bar (|) indicates newly revised material.

1. Overview. DAF personnel make many personal and professional sacrifices to ensure the department accomplishes its missions and is a respected part of our society. Acts of valor, heroism, exceptional service, and outstanding achievement deserve special recognition.

2. Policy.

2.1. DAF will have an awards program to foster morale, incentive, and esprit de corps. The program will recognize acts of bravery, outstanding achievements, and periods of meritorious service as well as Headquarters Air Force, Major Command/Field Command and other units, and functional communities' Special Trophy and Awards programs. The program will also include campaign, expeditionary, service, and achievement medals. The DAF awards program may allow non-Federal entities to act as fiscal sponsors of DAF special trophies and awards and allow limited recognition for such sponsorship. Finally, the program may allow U.S. Air Force (USAF) and U.S. Space Force (USSF) units and functional communities to nominate their Airmen and Guardians for non-Federal entity awards, provided the award criteria and recognition comport with Federal law and Federal ethics regulations.

2.2. The DAF will have a memorialization program, allowing the naming of DAF facilities, installations, streets, and buildings, to provide lasting honor to living or deceased DAF military personnel, DAF civilians, and individuals from the private sector with records of outstanding and honorable service to the DAF, the DoD, and the United States. Joint Base commanders may follow the policies of the other Military Services for naming facilities and buildings used exclusively by other Military Services.

2.3. Major Commands, Field Commands, and functional area managers may participate in awards programs sponsored by other Federal agencies and by non-Federal entities, provided the award criteria comport with Federal law.

3. Responsibilities.

3.1. Assistant Secretary of the Air Force for Manpower and Reserve Affairs (SAF/MR).

3.1.1. Serves as an agent of the Secretary of the Air Force and provides guidance, direction, and oversight for all matters pertaining to the formulation, review, and execution of plans, policies, programs, and budgets addressing the DAF awards and memorialization programs.

3.1.2. Interfaces with the Office of the Secretary of Defense concerning development of the Department of Defense policy and legislative initiatives pertaining to awards and memorialization programs.

3.2. Deputy Chief of Staff for Manpower, Personnel and Services (AF/A1). Develops, coordinates, and executes procedural guidance pertaining to the USAF awards and memorialization programs.

3.3. Deputy Chief of Space Operations for Human Capital (SF/S1). Develops, coordinates, and executes procedural guidance pertaining to the USSF awards and memorialization programs.

3.4. **Major Commands and Field Commands.** Create and administer their special trophies program.

3.5. **Functional Area Managers.** Create and administer their special trophies program.

3.6. **Heads of USAF and USSF Organizations and Units.** Ensure compliance with the DAF awards and memorialization programs.

FRANK KENDALL
Secretary of the Air Force

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

DoDI 1348.19, *Award of Medals, Trophies, Badges, and Similar Honors in Recognition of Accomplishments*, 3 February 2014

DoDI 1348.33, *DoD Military Decorations and Awards Program*, 21 December 2016

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AFI—Air Force Instruction

DAF—Department of the Air Force

DAFPD—Department of the Air Force Policy Directive

DODI—Department of Defense Instruction

USAF—United States Air Force

USSF—United States Space Force