

PRESENTATION OF AWARD

The presentation of an award at a chapter function may seem like a simple thing, however if we treat it that way, it may lose all the importance to the member and defeat the purpose for which the award was given.

I recommend that for each nomination and approval of an award that a Chapter Permanent Order be written. This Permanent Order will serve as a record to the chapter of all awards given to its members, the date given and to give a narrative as to why the award was given.

Although the Chapter Commander has total control of how he presents awards in his chapter, the following is an example of a ceremony that bears dignity and causes a lasting impression on the member:

1. The Adjutant should already have a copy of the Permanent Order and be familiar with it.
2. The Commander should have the Medal and/or Certificate handy. (Note: it is recommended that the Certificate be either framed or placed in a presentation folder. Frames can be purchased for \$4.00 and folders for \$1.00 from the Dollar store.)
3. The Commander has the Color Sergeant, or other designated officer to escort the Compatriot to the front of the room
4. The Adjutant calls everyone to stand, announces "Attention to Orders", and then reads the Permanent Order.
5. The Commander pins the medal on the member and presents him with his certificate and leads the Camp in a round of applause. (Note: if the member's wife or mother is in attendance then the Commander may call upon her to pin the medal on the member. Make sure pictures are taken for the Newsletter and/or Scrapbook.)