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UNITED STATES AIR FORCE BOARD FOR CORRECTION OF MILITARY RECORDS

RECORD OF PROCEEDINGS

IN THE MATTER OF:

DOCKET NUMBER: BC-2023-02228

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COUNSEL: NONE

HEARING REQUESTED: NO

APPLICANT'S REQUEST

He be considered for promotion by a special selection board (SSB) for the CY23B (P0523B) Lieutenant Colonel Line of the Air Force Air Operations and Special Warfare (LAF-A) Central Selection Board (CSB) and that his 2022 Officer Performance Report (OPR) and his Meritorious Service Medal (MSM), First Oak Leaf Cluster, be included in his Officer Selection Brief for SSB consideration.

APPLICANT'S CONTENTIONS

A due diligence review of his records prior to the convening date of the P0523B CSB revealed that his 2022 OPR and his MSM, awarded for the period of 29 Jan 20 – 11 Nov 22, were missing from his Personnel Records Display Application (PRDA) records and thus, were not included as part of his Officer Selection Brief. Therefore, these documents did not meet the promotion board. He has since worked with his local military personnel flight and has verified that both the OPR and MSM have been uploaded into his records. Furthermore, on 29 Jun 23, AFPC/DPMSSP verified that due to administrative error these documents were not available to the promotion board.

The applicant's complete submission is at Exhibit A.

STATEMENT OF FACTS

The applicant is an Air Force major (O-4).

On 28 Feb 23, according to the *CY23 USAF and USSF Selection Board Schedule*, dated 7 Oct 22, the CY23 Lt Col LAF-A P0523B CSB convened.

According to the applicant's citation for the MSM, First Oak Leaf Cluster, for the period of 29 Jan 20 – 11 Nov 22, the "Given Under My Hand Date" reflects 30 May 23.

On 28 Jul 23, according to the email memorandum, *Directed Special Selection Board*, AFPC/DPMSSP informed the applicant that HQ AFPC is directing a SSB be convened to consider him for promotion by the CY23B LAF-A IPZ CSB due to the recent identification of his missing OPR for the reporting period of 1 Jan 22 – 1 Nov 22.

For more information, see the excerpt of the applicant's record at Exhibit B and the advisory at Exhibit C.

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Controlled by: SAF/MRB

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Limited Dissemination Control: N/A

POC: SAF.MRBC.Workflow@us.af.mil

APPLICABLE AUTHORITY/GUIDANCE

Background: Historically the “Given Under My Hand Date” is the date the approving official signed the approved decoration, thus making it a matter of record. While AFI 36-2803, *The Air Force Military Awards and Decorations Program*, dated 18 Dec 13, with incorporated changes dated 8 Feb 18, is absent information regarding a “Given Under My Hand Date?”; DAFMAN 36-2806, *Military Awards: Criteria and Procedure*, dated 27 Oct 22, which replaced AFI 36-2803 states in Attachment 4, *Preparation and Distribution of Certificates, Citations and Special Orders*, Paragraph A4.2.2. that, “the ‘Given Under My Hand’ date on the certificate is the date the award was approved.” In this case the “Given Under My Hand” date was not signed until, 30 May 23, after the date the Board convened on 28 Feb 23 and therefore was not considered by the Board. However, the applicant’s argument is that the inclusive period of the award (or the act and achievement) was prior to the date the Board convened and should now be considered material information that was not previously considered and as such warrants an SSB.

AFPC/DP3SP (Recognitions) and AFPC/DP2SSP (Officer Promotions), have recently changed their stance on correcting the “Given Under my Hand Date.” In the past, cases have been closed for “Failure to Exhaust Remedies” and applicants were told that they must first request an amendment to the “Given Under My Hand Date” from the approval authority, who may approve or deny based on the circumstances. However, after further review of the regulation, AFPC has now advised that the “Given Under My Hand Date” is unamendable by the approval authority. In addition, via e-mail dated, 16 Mar 20, titled “Policy guidance needed for Decorations – “Given Under My Hand Date,” Headquarters Air Force A1 confirmed that the “Given Under My Hand Date” is the date that the commander approves the decoration, which is also the same for all Sister Services, Joint Staff and DoD. As such, AFBCMR is the only option that the applicant has is to request a change to the “Given Under My Hand Date.”

AFI 36-2803, *The Air Force Military Awards and Decorations Program*, dated 18 Dec 13, incorporating changes 8 Feb 18.

2.2.2. Submit decoration recommendations in a timely manner. Should the member be nonrecommended for a decoration, the DECOR6 should be signed and returned to the commander no later than 10 duty days prior to MPS or other established suspense. Should the member be recommended for a decoration, complete a decoration recommendation as soon as possible following the act or achievement; or before the period of service. Due to statutory time limitations, each recommendation for a decoration (except for the PH) must be placed into official channels within 2 years of the date of the act or achievement, or last day of the period of service, and final action (approval/disapproval, upgrade/downgrade) must be done within 3 years of the act, achievement, or service performed. However, to meet the objective of prompt recognition (“Pin ‘Em Where You Win ‘Em” philosophy), supervisors must not delay in submitting a decoration to the point of 2 years from the act, achievement, or service, since this may impact other critical personnel matters. (T-3).

AIR FORCE EVALUATION

AFPC/DPMSSP, will provide partial administrative relief and will direct that the applicant meet an SSB based on the absence of the applicant’s OPR with reporting period of 1 Jan 22 through 1 Nov 22. However, DPMSSP indicates denial of the applicant’s request to have the MSM with the “Given Under My Hand Date” of 30 May 23 be considered by an SSB. As directed by the Department of the Air Force Evaluation and Recognition Programs policy, the “Given Under My Hand “ date of a decoration is the official date that the Commander approved the decoration and this date cannot be changed. As such, his MSM, First Oak Leaf Cluster, is not eligible for review

by the PO523B promotion board as this medal was not awarded to him prior to the board's convening date of 28 Feb 23.
The complete advisory opinion is at Exhibit C.

APPLICANT'S REVIEW OF AIR FORCE EVALUATION

The Board sent a copy of the advisory opinion to the applicant on 1 Aug 23 for comment (Exhibit D), but has received no response.

FINDINGS AND CONCLUSION

1. The application was timely filed.
2. The applicant exhausted all available non-judicial relief before applying to the Board.
3. After reviewing all Exhibits, the Board concludes the applicant is not the victim of an error or injustice. The Board concurs with the rationale and recommendation of AFPC/DPMSSP and agrees that the member is entitled to Special Selection Board consideration based only on the absence of his 2022 OPR. However, as HQ AFPC has indicated in their advisory, they will provide administrative relief by directing an SSB to review the missing OPR and there is no further action required by the Board for this portion of the applicant's request. Therefore, the Board only considered the portion of the applicant's request pertaining to the inclusion of the MSM. As such, the Board finds that the award was signed on 30 May 23, which was after the Board convened on 28 Feb 23 and the processing of the decoration does not present an error or injustice that is different from similarly situated officers. Therefore, the Board recommends against correcting the applicant's record.

RECOMMENDATION

The Board recommends informing the applicant the evidence did not demonstrate material error or injustice, and the Board will reconsider the application only upon receipt of relevant evidence not already presented.

CERTIFICATION

The following quorum of the Board, as defined in Department of the Air Force Instruction (DAFI) 36-2603, *Air Force Board for Correction of Military Records (AFBCMR)*, paragraph 2.1, considered Docket Number BC-2023-02228 in Executive Session on 12 Sep 23:

Work-Product	Panel Chair
Work-Product	Panel Member
Work-Product	Panel Member

All members voted not to correct the record. The panel considered the following:

- Exhibit A: Application, DD Form 149, w/atchs, dated 7 Jul 23.
- Exhibit B: Documentary evidence, including relevant excerpts from official records.
- Exhibit C: Advisory opinion, AFPC/DPMSSP, w/atch, dated 28 Jul 23.
- Exhibit D: Notification of advisory, SAF/MRBC to applicant, dated 1 Aug 23.

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Taken together with all Exhibits, this document constitutes the true and complete Record of Proceedings, as required by DAFI 36-2603, paragraph 4.12.9.

8/15/2025

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Signed by Work-Product