

THE MERCENARY GUILD:

THE OFFICIAL FOUR HORSEMEN UNIVERSE FAN ASSOCIATION



AWARDS MANUAL

v. 2.0.0

UPDATED MARCH 2022

SUMMARY OF CHANGES FOR VERSION 2.0.0

- A sample ribbon rack is shown under Order of Precedence in the General section.
- A Summary List of Awards section was added.
- Under the Service Awards section, entries for the following awards were added: Guild Commendation Award, Guild Achievement Award, Guild Service Pin.
- Under the Contract and Academic Awards section, entries for the following awards were added: VOWS Instructor, VOWS xxxx Points Completed (100, 75, 50, 25, 10).
- Under the Campaign Awards section, entries for the following awards were added: Earth Airlift Campaign Medal, Earth Liberation Campaign Medal. Several “reserved for future campaign” awards were also added.
- A Company Awards section was added, listing ribbons reserved for use by various Mercenary Guild chapters and the Peacemakers.

WHAT ARE MERCENARY GUILD AWARDS

Awards are given by the Guild or a Chapter to people to recognize meritorious or outstanding service or achievement, or to acknowledge participation in a Guild event or campaign.

General

Order of Precedence

A member's ribbons are worn on a ribbon rack, arranged in Order of Precedence (OP). The OP is the sequential order in which awards are ranked, from greatest to least. The greatest award (*the award with the lowest OP number*) is worn in the upper or upper-left most position on the ribbon rack. The award with the least precedence (*the award with the highest OP number*) is worn in the lower-right position on the ribbon rack.

Ribbons are normally worn on a 3-wide rack. A 4-wide rack is authorized once a member has earned 19 or more award ribbons. If the row at the top has only one or two ribbons, center them.

SAMPLE



Over time, the Order of Precedence for some awards may change as awards are added.

Chapter award ribbons always rank below Guild awards in the Order of Precedence.

Awarding authority

Awarding authority is defined as the position or group that can issue an award on their own authority. Most awards are issued by the LTC for Recognitions.

Some awards are issued by the Colonel of the Guild on behalf of the Horsemen Council or Mercenary Council. The appropriate Council must have a majority vote to authorize the issuance of a particular award under their authority. An Example of this is the Order of Supreme Valor.

Awards like the Order of Merit may be issued by a Mercenary Council member or a Chapter commander. The Recognitions Department shall be notified when an award is issued.

Promotion Points

Awards generate a number of promotion points, as listed in the award description. Each instance of the award adds the same number of additional promotion points. Awards with modifiers like the Citation for Heroism ("C" device) also add additional points. Examples:

- A person awarded four Order of Valors would earn 12 promotion points (3+3+3+3).
- A person awarded an Honore Legioni with Citation for Heroism would earn 12 promotion points (8+4).
- A person awarded three Dwa krzyże with two Heroism Citations would earn 26 promotion points (6+6+6+4+4).

Citation for Heroism

A Citation for Heroism is awarded for acts of heroism and is denoted with a "C" device. The heroic act(s) performed must render the individual conspicuous and well above the standard expected. An accumulation of minor acts of heroism or actions by professional first responders normally does not

justify the award, but unusual or exceptional cases will be decided on their merits. A Citation generates an additional 4 promotion points per citation.

Foreign Awards

Awards issued from other clubs or organizations are not worn on The Mercenary Guild uniforms.

Chapter Created Awards

A Chapter may create up to three chapter awards. Chapters shall submit the following to the LTC for Recognitions for award approval: Chapter name, award name, award description, award issuing criteria, and award ribbon design. Ribbon design may not use a US federal military or civilian, Four Horseman, or The Mercenary Guild award ribbon. Good sources for ribbons are [Vanguard's Non-Specific Ribbons](#) or [BandRibbons.com](#). Chapter award ribbons rank below Guild awards in the Order of Precedence.

See the **Company Awards** section near the end of this document for the ribbons that have already been reserved for use by various Mercenary Guild chapters.
















Awards Procedure






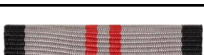











The procedure to request an award is:

- Gather all the details necessary.
- Submit the following information to LTCRecognitions@gmail.com :
 - Nominator information (Name, Member ID#, Chapter)
 - Nominee info (Name, Member ID#, Chapter)
 - Which award is requested
 - Description of activity
 - Date(s) of actions
 - Who was involved
 - What happened
 - Why it deserves an award
 - Witness statements as necessary
 - Any Documentation necessary
- The Recognitions Dept will process and review requests. They may request additional information.
- LTC for Recognitions issues an award or returns the request with the reason for declining the award.

Summary List of Awards

This section provides a summary list of all awards presented by The Mercenary Guild, arranged by Order of Precedence. Following this list, each award is described in detail.

Wandrey Star		Service
Order of Supreme Valor		Service
Honore Legioni		Service
Dwa krzyże		Service
Individual High Contract Award		Service
Order of Valor		Service
Order of Merit		Service
Guild Commendation Award		Service
Guild Achievement Award		Service
Guild Service Pin		Service
Meritorious Unit Award		Unit
Unit High Contract Award		Unit
Valhalla Company Campaign Ribbon		Memorial
100th Completed Contract		Contract and Academic Award
25th Completed Contract		Contract and Academic Award

10th Completed Contract		Contract and Academic Award
1st Completed Contract		Contract and Academic Award
VOWS Instructor		Contract and Academic Award
VOWS 100 Points Completed		Contract and Academic Award
VOWS 75 Points Completed		Contract and Academic Award
VOWS 50 Points Completed		Contract and Academic Award
VOWS 25 Points Completed		Contract and Academic Award
VOWS 10 Points Completed		Contract and Academic Award
Earth Evacuation Campaign Medal		Campaign
Order of Tucker with Cross		Campaign
Order of Tucker Member		Campaign
Order of Tucker Associate		Campaign
Peepo's Gambit		Campaign
Earth Airlift Campaign Medal		Campaign
Earth Liberation Campaign Medal		Campaign
<i>Reserved for future campaign</i>		Campaign
<i>Reserved for future campaign</i>		Campaign

Service Awards



Wandrey Star

Order of Precedence: One (1)

Issuing Authority: Colonel of the Guild on behalf of Horseman Council

Awarded to a member who conspicuously distinguishes themselves by gallantry and extraordinary heroism above and beyond the call of duty to provide life saving services.

To warrant this distinctive decoration, the act must be performed in such a manner as to set individuals apart from their fellow members. The high standards demanded must be borne in mind when recommending the award.

An example would include providing life saving services, even if the life is not saved. Life saving services are meant to include more than just medical/first aid. There are situations where an act of heroism may not necessitate or include medical treatment by the awardee but still be heroic acts, like rescuing a person from direct danger.

Actions by professional first responders do not normally justify the award, but unusual or exceptional cases will be decided on their merits.

This award comes with an offer of promotion to E7, or commission to O1.

Attachments: Each award is denoted by a separate 4-point star (compass rose).

This award confers 25 promotion points.





Order of Supreme Valor

Order of Precedence: Two (2)

Issuing Authority: Colonel of the Guild on behalf of Mercenary Council

Awarded to individuals who, while serving in any capacity with The Mercenary Guild, distinguish themselves by exceptionally meritorious service to the Guild, in a duty of great responsibility.

Citation for Heroism: This award may earn a Citation for Heroism. Examples of heroism for this award include providing significant or life saving first aid for an injury that subsequently requires first responder treatment or hospitalization.

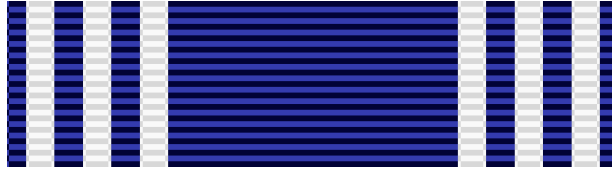
This award comes with an offer of promotion to E7, or commission to O1.

Ribbon Attachments: "C" Device, Service stars.

This award confers 10 promotion points.

Note: This award is worn with the black portion to the viewer's left.





Honore Legioni

Order of Precedence: Three (3)

Issuing Authority: LTC Recognitions

Awarded to individuals who, while serving in any capacity with The Mercenary Guild, distinguish themselves by valorous or meritorious achievement or service.

Citation for Heroism: This award may earn a Citation for Heroism. Examples of heroism for this award include providing first aid for an injury that subsequently requires first responder treatment or a hospital/ER visit.

Ribbon Attachments: "C" Device, Service stars.

This award confers 8 promotion points.





Dwa krzyże

Order of Precedence: Four (4)

Issuing Authority: LTC Recognitions

Awarded to members of The Mercenary Guild, or members of friendly fandom organizations, who distinguish themselves by outstanding meritorious achievement or service to The Mercenary Guild.

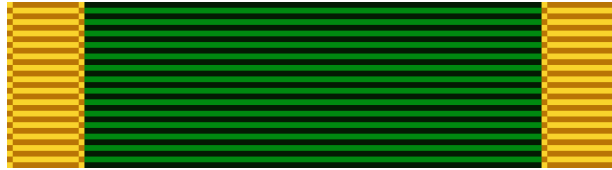
Citation for Heroism: This award may earn a Citation for Heroism. Examples of heroism for this award include providing emergency first aid to another person at an event. [note: this is meant to be more than just putting bandaids on boo-boos]

Ribbon Attachments: "C" Device, Service stars.

This award confers 5 promotion points.

Note: (Polish for "Two Crosses")





Individual High Contract Award

Order of Precedence: Five (5)

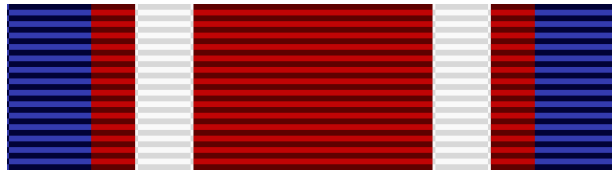
Issuing Authority: LTC Contracts

This is awarded to the member with the most contracts completed in the previous calendar year.

Ribbon Attachments: Service stars.

This award confers 3 promotion points.





Order of Valor

Order of Precedence: Six (6)

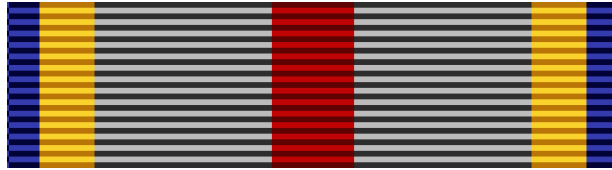
Issuing Authority: Colonel of the Guild and Guild Department LTCs

Awarded to individuals, including members of friendly fandom organizations, who, while serving in any capacity with The Mercenary Guild, distinguish themselves by heroic or meritorious achievement or service. To merit this award, the acts or services must be accomplished or performed in a manner above that normally expected, and sufficient to distinguish the individual above those performing similar services.

Ribbon Attachments: Service stars.

This award confers 3 promotion points.





Order of Merit

Order of Precedence: Seven (7)

Issuing Authority: Colonel of the Guild, Guild Department LTCs, and Chapter Commanders

Awarded to individuals, including members of friendly fandom organizations, for meritorious service or achievement based on sustained performance or specific achievement of a consummate nature.

Ribbon Attachments: Service stars.

This award confers 2 promotion points.





Guild Commendation Award

Order of Precedence: Eight (8)

Issuing Authority: Colonel of the Guild, Guild Department LTCs, and Chapter Commanders

Awarded to individuals, including members of friendly fandom organizations, for meritorious service or achievement based on sustained performance or specific achievement of a consummate nature.

Ribbon Attachments: Service stars.

This award confers 2 promotion points.

Note: This award is worn with the red portion to the viewer's left.





Guild Achievement Award

Order of Precedence: Nine (9)

Issuing Authority: Colonel of the Guild, Guild Department LTCs, and Chapter Commanders

Awarded to individuals, including members of friendly fandom organizations, for meritorious service or achievement based on sustained performance or specific achievement of a consummate nature.

Ribbon Attachments: Service stars.

This award confers 1 promotion point.





Guild Service Pin

Order of Precedence: Ten (10)

Issuing Authority: Colonel of the Guild and all Guild Department LTCs

Awarded to individuals who have been appointed to a leadership or staff position on the Guild Mercenary Council.

Attachments: none.

This award confers no promotion points since the member normally receives a brevet promotion.



Unit Awards



Meritorious Unit Award

Order of Precedence: Eleven (11)

Issuing Authority: LTC Recognitions

Awarded to any unit of The Mercenary Guild, or members of friendly fandom organizations, that has distinguished itself by either valorous or meritorious achievement, which renders the unit outstanding compared to other units performing similar service.

Ribbon Attachments: Service stars.

This award confers 2 promotion points.





Unit High Contract Award

Order of Precedence: Twelve (12)

Issuing Authority: LTC Contracts

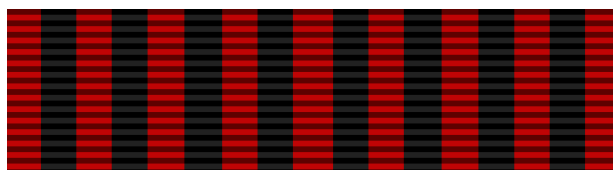
This is awarded to the unit with the most contracts completed, per capita, in the previous calendar year.

Ribbon Attachments: Service stars.

This award confers 2 promotion points.



Memorial Awards



Valhalla Company Campaign Ribbon

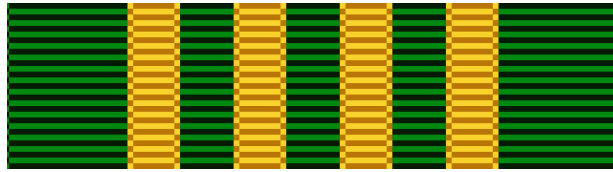
Order of Precedence: Thirteen (13)

Issuing Authority: LTC Recognitions

This ribbon is issued to current members who pass on, upon their assignment to Valhalla Company.



Contract and Academic Awards



Contract Completed, 100th Contract

Order of Precedence: Fourteen (14)

Issuing Authority: LTC Contracts

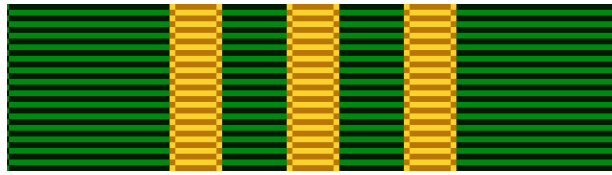
Issued for the completion of the member's one-hundredth contract.

Attachments: Service stars: a bronze star represents an additional 50 completed contracts, a silver star is worn in lieu of two bronze stars, gold star is worn in lieu of four silver stars.

This award confers 3 promotion points.

NOTE: Only the highest earned Contract Completed ribbon is worn.





Contract Completed, 25th Contract

Order of Precedence: Fifteen (15)

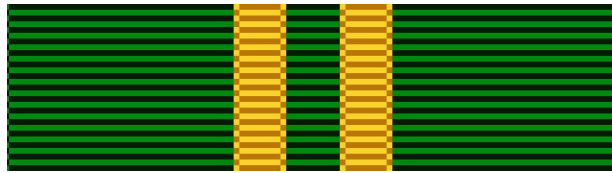
Issuing Authority: LTC Contracts

Issued for the completion of the member's twenty-fifth contract.

This award confers 2 promotion points.

NOTE: Only the highest earned Contract Completed ribbon is worn.





Contract Completed, 10th Contract

Order of Precedence: Sixteen (16)

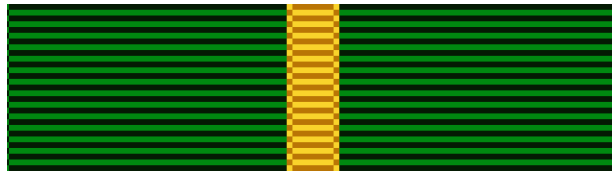
Issuing Authority: LTC Contracts

Issued for the completion of the member's tenth contract.

This award confers 1 promotion point.

NOTE: Only the highest earned Contract Completed ribbon is worn.





Contract Completed, 1st Contract

Order of Precedence: Seventeen (17)

Issuing Authority: LTC Contracts

Issued for the completion of the member's first contract.

NOTE: Only the highest earned Contract Completed ribbon is worn.





VOWS Instructor

Order of Precedence: Eighteen (18)

Issuing Authority: LTC VOWS

Issued once the member has been appointed as a VOWS Instructor.

Attachments: none.

This award confers no promotion points since an instructor often receives a brevet promotion.





VOWS 100 Points Completed

Order of Precedence: Nineteen (19)

Issuing Authority: LTC VOWS

Issued for the completion by the member of 100 points of VOWS courses.

Attachments: Service stars: a bronze star represents an additional 50 points of completed VOWS course, a silver star is worn in lieu of two bronze stars, gold star is worn in lieu of four silver stars.

This award confers no promotion points, since the VOWS courses themselves confer points.

NOTE: Only the highest earned VOWS Completed ribbon is worn.





VOWS 75 Points Completed

Order of Precedence: Twenty (20)

Issuing Authority: LTC VOWS

Issued for the completion by the member of 75 points of VOWS courses.

Attachment: a bronze star device.

This award confers no promotion points, since the VOWS courses themselves confer points.

NOTE: Only the highest earned VOWS Completed ribbon is worn.





VOWS 50 Points Completed

Order of Precedence: Twenty-One (21)

Issuing Authority: LTC VOWS

Issued for the completion by the member of 50 points of VOWS courses.

Attachments: none.

This award confers no promotion points, since the VOWS courses themselves confer points.

NOTE: Only the highest earned VOWS Completed ribbon is worn.





VOWS 25 Points Completed

Order of Precedence: Twenty-Two (22)

Issuing Authority: LTC VOWS

Issued for the completion by the member of 25 points of VOWS courses.

Attachment: a bronze star device.

This award confers no promotion points, since the VOWS courses themselves confer points.

NOTE: Only the highest earned VOWS Completed ribbon is worn.





VOWS 10 Points Completed

Order of Precedence: Twenty-Three (23)

Issuing Authority: LTC VOWS

Issued for the completion by the member of 10 points of VOWS courses.

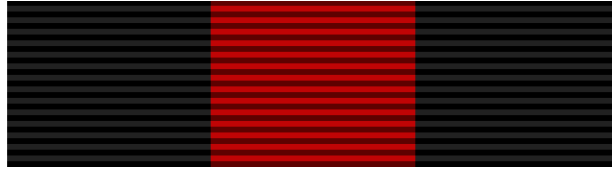
Attachments: none.

This award confers no promotion points, since the VOWS courses themselves confer points.

NOTE: Only the highest earned VOWS Completed ribbon is worn.



Campaign Awards



Earth Evacuation Campaign Medal

Order of Precedence: Twenty-Four (24)

Issuing Authority: LTC Recognitions

Issued to every member who joined in the first WEEK the Mercenary Guild existed, starting at the opening of the FANTASCI 2019 convention. This includes every member with the Member Numbers TMG-19-00001 to TMG-19-00225. Members that signed up physically at FANTASCI and any Mercenary Council or Horseman members signed up prior to opening are authorized the Earth Evacuation Campaign Medal with Star.

Attachments: a silver service star.

This award confers 1 promotion point.





Order of Tucker with Cross

Order of Precedence: Twenty-Five (25)

Issuing Authority: LTC Recognitions

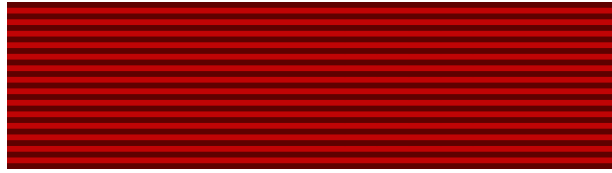
The Order of Tucker with Cross is awarded to any member who is mentioned by an author in one of the Canon books and is DEAD.

NOTE: This is the highest award of the three. Only the highest earned ribbon is worn.

Attachments: a 4-point star (compass rose) denotes the person who died in the books.

This award confers 1 promotion point.





Order of Tucker (Member)

Order of Precedence: Twenty-Six (26)

Issuing Authority: LTC Recognitions

The Order of Tucker (Member) is awarded to any member who is mentioned by an author in one of the Canon books. This is for characters that are alive in the books. Missing in action counts as living, hope springs eternal.

NOTE: This is the middle award of the three. Only the highest earned ribbon is worn.

This award confers 1 promotion point.





Order of Tucker (Associate)

Order of Precedence: Twenty-Seven (27)

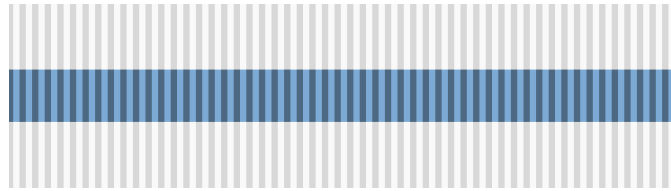
Issuing Authority: LTC Recognitions

The Order of Tucker (Associate) is awarded to any member who is part of a mercenary company mentioned by an author in one of the Canon books.

NOTE: This is the lowest award of the three. Only the highest earned ribbon is worn.

This award confers 1 promotion point.





Peepo's Gambit

Order of Precedence: Twenty-Eight (28)

Issuing Authority: LTC Recognitions

Issued to everyone who was a Guild member in good standing as of 2359 hours March 16th, 2020. This includes every member with the Member Numbers TMG-19-00001 to TMG-20-00594. During the worldwide pandemic surrounding the COVID-19 Virus, this award honors the sacrifices of every member of THE MERCENARY GUILD: THE OFFICIAL FOUR HORSEMEN UNIVERSE FAN ASSOCIATION and the FANTASCI 2020 Convention which is the home event of the organization.

Attachments: None.

This award confers 1 promotion point.





Earth Airlift Campaign Medal

Order of Precedence: Twenty-Nine (29)

Issuing Authority: LTC Recognitions

Issued to all participants of each Earth Airlift Campaign conducted by Guild representatives, which collect donations and goods to provide care packages for deployed military service members.

Ribbon Attachments: Service stars.

This award confers 3 promotion points.





Earth Liberation Campaign Medal

Order of Precedence: Thirty (30)

Issuing Authority: LTC Recognitions

First Instance: Issued to everyone who was a Guild member in good standing as of 2359 hours May 23rd, 2021. This includes every member with the Member Numbers TMG-19-00001 to TMG-21-00710, the final day of the FANTASCI 2021 convention.

Second Instance: Issued to everyone who was a Guild member in good standing as of 2359 hours March 27th, 2022, the final day of the FANTASCI 2022 convention.

Ribbon Attachments: Service stars.

This award confers 1 promotion point.





Reserved for future campaign

Order of Precedence: Thirty-One (31)

Reserved for a future Mercenary Guild campaign





Reserved for future campaign

Order of Precedence: Thirty-Two (32)

Reserved for a future Mercenary Guild campaign



Company Awards

Order of Precedence: Thirty-Three (33) through Thirty-Five (35)

Issuing Authority: Chapter Commanders














Awarded at the company level at the direction of the Chapter Commander. Each unit is authorized up to 3 awards dedicated to that company. A Commander is permitted to award these to members outside of that company, at their discretion.

Attachments: Per Chapter Commander.

When selecting up to three ribbons for use by a company, remember you may not use a US federal military or civilian award, a Four Horseman cosplay award, any of The Mercenary Guild award ribbons listed in this document, or a ribbon that has already been selected for use by another chapter. Good sources for ribbons are [Vanguard's Non-Specific Ribbons](#) or [BandRibbons.com](#).

As of the date of the publication of this manual, the following ribbons have been approved by the LTC for Recognitions and are reserved for the use of specific The Mercenary Guild companies.

	Lunar Marines - Achievement Silver diamond attachment.	33
	Lunar Marines - High Contract	34
	Lunar Marines - Service	35
	La Muerte Negra - Legión de Los Muertos "The Legion of The Dead" Silver crown device attachment. This award is worn with the purple portion to the viewer's left.	33
	La Muerte Negra - The Desert Star 5/16" gold star attachment. This award is worn with the dark brown portion to the viewer's left.	34
	La Muerte Negra - Meritorious Service Award This award is worn with the black portion to the viewer's left.	35

	Shiro Syndicate - Order of the Rose	33
	Shiro Syndicate - Syndicate Service	34
	Walker's Roughnecks - Company Service	33
	Walker's Roughnecks - Combined Arms Command Certification This award is worn with the red portion to the viewer's left.	34
	Walker's Roughnecks - Combat Infantry Simulation This award is worn with the stripes to the viewer's left.	35
	Peacemakers - Order of the Peacemaker	33
	Peacemakers - Order of Merit This award is worn with the purple portion to the viewer's left.	34
	Peacemakers - Distinction Award (individual award with no frame, with frame for Unit Award)	35
	Shadow Company - Who Are You Anyway	33
	Shadow Company - Who's a Good Boy This award is worn with the black stripe to the viewer's left.	34
	Shadow Company - with star, Sharp Dressed Human (Field Uniform) Gold star attachment	35
	Shadow Company - with frame, Sharp Dressed Human (Dress Mess) Gold ribbon frame	35
	Shadow Company - with frame and star, Sharp Dressed Human (Both Field Uniform and Dress Mess) Gold star attachment and gold frame	35

Ribbon Attachments

Service stars (3/16th inch):

A bronze star represents one additional award, a silver star is worn in lieu of five bronze stars, a gold star is worn in lieu of five silver stars. Stars are worn centered, or if a "C" device is present, the device is worn to the viewer's right of any "C" device, with the higher multiple stars closest to the device.



Citation for Heroism "C" Device (1/4th inch):

A bronze "C" represents the initial citation, a silver "C" represents two citations, a gold "C" represents three or more citations earned (only one gold device is worn). The "C" device is worn centered, or if service stars are present, the device is worn to the viewer's left of any service stars.



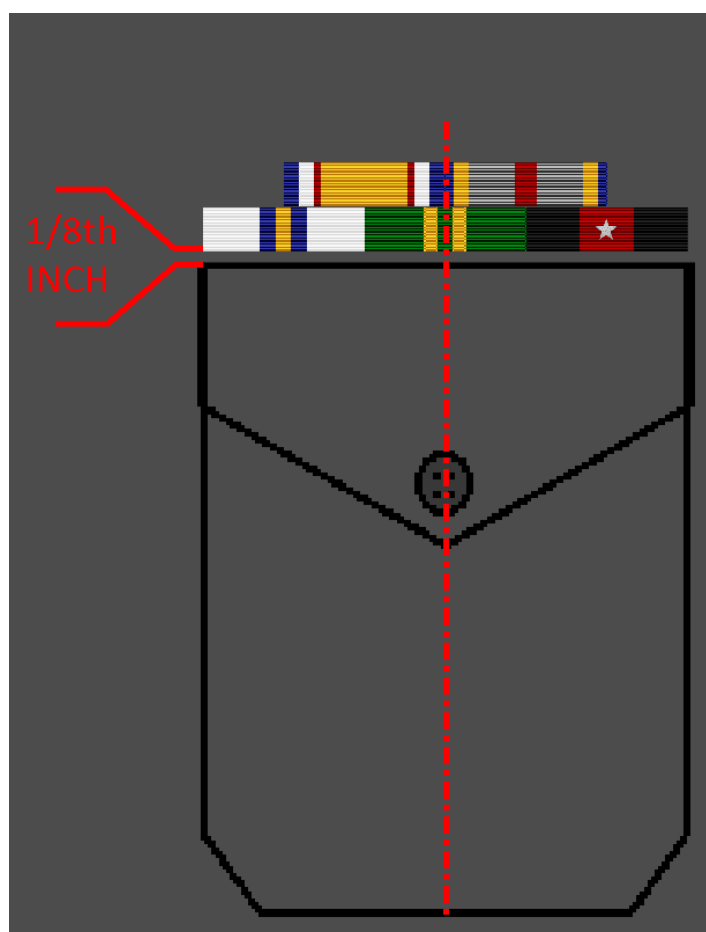
Wear of Ribbons

On The Mercenary Guild Cadre uniforms, ribbon bars are only worn on the Service Uniform. For non Cadre, chapter commanders will determine which uniforms permit ribbon bars to be worn.

Awards are worn in Order of Precedence with the highest award, OP number closest to (1), in the senior most position (upper and/or left most position on a ribbon mounting bar).

Ribbons should be worn 1/8th inch above and centered over the left chest pocket.

A maximum of 3 ribbons may be worn per row unless a member has 19 or more ribbons. If the row at the top has only one or two ribbons, center them.



Resources

Examples of US Army award citations

<http://www.armywriter.com/award.htm>

Navy PPT presentation on writing awards:

<https://www.med.navy.mil/sites/nmcscd/Nursing%20Professional%20Development%20Symposium/NursingSymposium/Military%20and%20Civilian%20Awards%20Writing%205-2015.pptx>