



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3000 MARINE CORPS PENTAGON
WASHINGTON DC 20350-3000

MCO 5060.19C
CD
13 MAR 2019

MARINE CORPS ORDER 5060.19C

From: Commandant of the Marine Corps
To: Distribution List

Subj: AWARD OF THE TITLE HONORARY MARINE

Ref: (a) SECNAV Notice 5210
(b) SECNAV M-5210.1
(c) MCO 5210.11F
(d) 5 U.S.C. 552a
(e) SECNAVINST 5211.5E

1. Situation. The "Honorary Marine" title is designed to reinforce the special bond between the American people and the Marine Corps by recognizing individuals in the civilian community who have made extraordinary contributions to the Marine Corps. This Order establishes eligibility requirements and nominating procedures for award of the title "Honorary Marine", and complies with the provisions and policies established by the reference.

2. Cancellation. MCO 5060.19B.

3. Mission. To promulgate guidance for eligibility considerations and nomination procedures for award of the title Honorary Marine.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent

(a) To appropriately recognize individuals who have distinguished themselves through noteworthy service or support to the Marine Corps. The title "Marine" is a revered designation that affords a special distinction to those who earn it. Therefore, Honorary Marine nominations must be discerning and objective.

(b) The title Honorary Marine should not be given merely to reward or foster friendships. Rather, it should be based on service and support to the Marine Corps that clearly surpasses the norm. Other significant service to the Marine Corps should be handled through other award options.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

(2) Concept of Operations

(a) Commanding generals, commanding officers, and officers-in-charge are authorized to nominate individuals deemed deserving of the title Honorary Marine.

(b) All nominations must be endorsed by a general officer within their chain of command. By direction (By dir) signatures will not be accepted in lieu of general officer signatures.

(c) Retired general officers may submit nominations.

(d) The Commandant of the Marine Corps (CMC) may designate an individual as an Honorary Marine to acknowledge extraordinary contributions to the Marine Corps or to expedite the nomination of a terminally ill individual. These CMC nominations bypass the boarding process.

(e) Nominating and/or endorsing officials must conduct a careful review of the nominee to ensure that individual meets the commander's intent in para. 4.a.(1). and the criteria in paragraph 4.c.

b. Subordinate Element Missions

(1) Communication Directorate (CD): Serve as the Headquarters Marine Corps (HQMC) coordinating office for the receipt, processing, and repository of all Honorary Marine requests. Communication Director(CD) serves as a voting member on the Honorary Marine Selection Board and staffs all nominations to the Board for voting. They collate votes and staff to CMC for decision via the Director of Marine Corps Staff, Sergeant Major of the Marine Corps, and the Assistant Commandant of the Marine Corps.

(2) Deputy Commandant, Manpower and Reserve Affairs (DC M&RA); Deputy Commandant, Plans, Policy and Operations (DC PP&O); Deputy Commandant, Programs and Resources (DC PR); Staff Judge Advocate to the CMC (SJA); Communication Director (CD); and Counsel to the Commandant (CL): Serve as voting members of the Honorary Marine Selection Board by issuing either their concurrence or non-concurrence with the nomination, that must include verification that the senior member of the staff (i.e., Deputy Commandant or Director) has personally reviewed the nomination package and indicated his/her recommendation. By dir is not authorized.

(3) If approved by the CMC, presentation of the Honorary Marine Certificate should be made by the general officer making the nomination unless unusual circumstances preclude this. If the nominating general officer is unable to make the presentation, the nominating general officer should make appropriate arrangements for the presentation by an appropriate representative of the CMC. The general officer or his/her staff should coordinate with CD for delivery of the certificate.

c. Coordinating Instructions

(1) An individual may be designated an Honorary Marine only under certain circumstances. Qualifying criteria includes:

(a) An individual who has given extraordinary service or support to the Marine Corps, and for whom any lesser form of recognition would be insufficient.

(b) Deceased individuals whose actions or contributions on behalf of the Marine Corps would have merited consideration before their death.

(c) A terminally ill child who has some unique or qualifying link to the military or the Marine Corps. Additionally, posthumous award of the title of "Honorary Marine" will only be considered in cases of children for whom the nomination process was initiated prior to their death. If the child's death occurs prior to the package submission to CD, Community Relations, Public Engagement, the package should clearly state whether the package was under consideration.

(2) Honorary Marine nominations should be made on an exceptional basis and should not be used just to show appreciation, as a group award, or in recognition of official or contracted duties.

(3) There are other appropriate forms of recognition for individuals who support or serve the Marine Corps on a level that is below the extraordinary.

(a) Public Service awards are available to recognize an individual's service. These nominations should be made directly to the staffing agency prescribed in the references.

(b) For certain groups or individuals who have provided a one-time contribution to the Marine Corps, CMC letters of appreciation are an option that may be appropriate.

(c) Commanders desiring to recognize civilian employees who perform extraordinary service for the Marine Corps are encouraged to pursue appropriate civilian recognition awards as prescribed in the reference.

(4) Honorary Marine nominations will be submitted to CD, who will determine appropriateness and staff all proposals to the Honorary Marine Selection Board. CD will then forward recommendations as per para. 4.b.(1) above.

(5) Honorary Marine nominations require extensive staffing at HQMC; decisions are not normally made before 45 days after receipt of the nomination. Decisions prior to this 45-day timeframe will be CMC-directed. To receive CMC-directed status, a general officer must contact the CMC directly, thus bypassing normal staffing procedures.

(6) Under no circumstance will individuals be advised that they are under consideration for award of the title Honorary Marine, nor will a nominating or endorsing official anticipate approval of a nomination by setting a presentation date in advance of final action.

(7) CMC will make the final decision on all Honorary Marine nominations.

(8) The award of the title of Honorary Marine is prestigious and as such, formal presentation should be made by a general officer unless unique circumstance preclude this. Exceptions must be approved by CMC.

5. Administration and Logistics

a. Commanders are directed to use the provisions of this Order for Honorary Marine nominations. Nominations may be made in standard naval letter format with forwarding endorsements from the originator's chain of command.

b. Submissions that do not comply with the provisions of this Order will not be processed.

c. Individuals designated as an Honorary Marine or who receive other official recognition will be informed that this recognition carries no entitlement to pay or benefits.

d. The term "Honorary Marine" is not authorized in association with any person who has not been considered and approved through this process.

e. The term "Honorary Marine" is a trademark term of the United States Marine Corps. Unauthorized use of the term should be reported to the Communication Directorate to determine appropriate action to be taken.

f. Records Management. Records created as a result of this Order shall be managed according to National Archives and Records Administration approved dispositions, per references (a) and (b), to ensure proper maintenance, use, accessibility, and preservation, regardless of format or medium. Refer to reference (c) for Marine Corps records management policy and procedures.

g. Privacy Act. Any misuse or unauthorized disclosure of Personally Identifiable Information (PII) may result in both civil and criminal penalties. The Department of the Navy (DON) recognizes that the privacy of an individual is a personal and fundamental right that shall be respected and protected. The DON's need to collect, use, maintain, or disseminate PII about individuals for purposes of discharging its statutory responsibilities will be balanced against the individuals' right to be protected against unwarranted invasion of privacy. All collection, use, maintenance, or dissemination of PII will be in accordance with the Privacy Act of 1974, as amended (reference (d)) and implemented per reference (e).

6. Command and Signal

a. Command. This Order is applicable to the Marine Corps Total Force.

b. Signal. This Order is effective the date signed.



Robert B. Neller
Commandant of the Marine Corps

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