

Department of Transportation

Office of the Secretary

Washington, D.C.

ORDER

DOT 3450 .3

3-11-75

SUBJECT: DEPARTMENT OF TRANSPORTATION AWARD FOR HEROISM

1. **PURPOSE.** The purpose of this order is to establish the Department of Transportation (DOT) Award for Heroism which is designed to recognize individual acts of heroism, which result in the avoidance of a disaster and/or the saving of life, by persons not employed by the Department.
2. **CRITERIA.** To be eligible for the award, a person must:
 - a. Be employed in or directly associated with a transportation-related industry or activity and perform an act of heroism that endangers his/her own life, including but not limited to an attempt to save the life of another. The heroic act must be one that would not be expected in the performance of regular duties.
 - b. Perform an act of heroism that endangered his/her own life which was an attempt to prevent a wreck, disaster, or grave accident in any mode of transportation. Under this criterion, the nominee need not be employed by a transportation-related industry.
3. **PROCEDURES.**
 - a. The Secretary will approve all awards.
 - b. Recommendations must be made by a Secretarial Officer or an Administrator and addressed through the Office of the Secretary (OST) Office of Public Affairs to the Secretary. In the cases of non-U.S. citizens, the Director of Public Affairs will forward nominations to the Assistant Secretary for Policy, Plans and International Affairs for coordination with Department of State.
 - c. Recommendations must identify the nominee, giving full name and current address and must fully describe the act of heroism
 - d. Supporting material, including affidavits (made by witnesses testifying of their own knowledge and made before an officer duly authorized to administer oaths and containing that official's

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seal), newspaper articles that describe the event, and any other pertinent information, should be included. The affidavits should state the location (name of the town, city, village or landmark) in or near which the incident occurred, the date, time of day, weather conditions and any other pertinent information.

- e. Recommendations must be accompanied by a proposed citation of 100 words or less summarizing the achievement.
- f. Recommendations must be submitted within two years of the heroic act.
- g. The OST Office of Public Affairs will assure that the criteria are met and that any necessary coordination within the Department is accomplished.
- h. Once approved the OST Office of Public Affairs will handle the ceremony of presentation and public information.
- i. The OST Office of Public Affairs will design and procure the award consisting of a medal and a plaque bearing an appropriate citation.

FOR THE SECRETARY OF TRANSPORTATION:



Wil S. Heffelfinger
Assistant Secretary
Administration