



Sons of Union Veterans of the Civil War
Pennsylvania Department
Office of the Department Commander
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DEPARTMENT ORDER 15 (Addendum)
SERIES 2024-2025

6 January 2025

NEW SUVCW CADET (FORMER ROTC) AWARD PROCESS

1. Brothers, just in case there is any confusion about D.O. 15, which was quite wordy, I'm adding some clarification.

2. The Form 7 for the Cadet Award, formerly called the ROTC Award, was updated after the National Encampment in August 2024. I incorrectly stated that it was "Revised 08/2024" when the Form 7 is correctly dated 10-22-2024. The link included in D.O. 15 is correct and repeated here:

<https://suvcw.org/sites/default/files/2024-10/form-7-rotc-award-application-10-22-2024.pdf>

3. When your camp receives a Form 7 from a cadet unit's leadership, please review the form for completeness (the youth to receive the award **MUST** be named and cadet unit info listed on the form). Include your camp contact's mailing address since award packages are no longer permitted to be mailed directly to the cadet units. Then electronically forward the completed Form 7 to rotc@suvcw.org.

4. When you receive the award package from the SUVCW QM, the camp commander or his representative must sign the certificate.

5. Whenever possible, it is **best practice** to have a camp member hand carry the award package to the cadet unit ceremony and present the award. Doing so makes the award presentation to the young man or woman much more meaningful. I say so from experience as an AFJROTC senior instructor for seven years and having presented many SUVCW Cadet Awards. Those who have presented the SUVCW Eagle Scout Certificate also know this to be true.

6. If a camp Brother cannot attend the unit award ceremony, the camp is responsible for either mailing or hand-delivering the award package to the cadet unit in advance of the ceremony. It never hurts to call the cadet unit and talk with its leadership to reduce confusion.

7. Also, one small change to my recommended camp **Areas of Responsibility (AOR)** is that Northumberland Co can be shared by Mears Camp 505 in the north, Gobin Camp 503 in the center, and Garfield Camp in the south. Again, please communicate with each other as needs arise.

8. If your camp does NOT desire to participate, forward received e-request Form 7s to me for action.
9. I will be e-blasting PA cadet units this week with updated information about the Cadet Award.
10. I truly appreciate your understanding and cooperation!

SO ORDERED IN FRATERNITY, CHARITY AND LOYALTY

A handwritten signature in black ink, appearing to read "William E. Fischer, Jr.", written in a cursive style.

William E. Fischer, Jr., PCC
Commander

ATTEST:

Rob Koenigsberg, PCC
Secretary