



UNITED STATES MARINE CORPS
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CDC
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CDC Policy Memo 13-14

From: Chief Defense Counsel of the Marine Corps
To: Distribution List

**Subj: DEFENSE SERVICES ORGANIZATION MARINE OF THE YEAR
AND DEFENSE COUNSEL OF THE YEAR RECOGNITION PROGRAM**

Ref: (a) SECNAVINST 1650.1H
(b) MCO 1650.19J Ch 1

Encl: (1) DSO Marine of the Year Nomination Form
(2) Defense Counsel of the Year Nomination Form

1. Purpose. To standardize procedures within the Marine Corps Defense Services Organization (DSO) in order to recognize those members of the DSO who have had the greatest, positive impact on the mission of "Marines Defending Marines," and to make service in the DSO something Marines in our community seek out as career enhancing and valuable.

2. Discussion. There are few more challenging tasks than those required of "Marines defending Marines." Long hours and difficult work are systemic for both attorneys and legal service specialists alike. It is my honor and privilege to serve with you all, each of you as capable and professional as the next. Similarly, our clients are fortunate to have you standing by their side and diving headlong into the military justice fray each and every day. It therefore seems appropriate to formalize our existing recognition program in a manner which will reflect credit on both the persons selected by the program, and the DSO as a whole. This program is intended to supplement, not replace, recognition by Commanders for meritorious performance of duty submitted in accordance with the references.

3. Policy. The DSO is divided into four regions. These regions are: National Capitol Region (NCR); East; West; and Pacific. We will recognize both legal services specialists and attorneys throughout the DSO in an appropriate manner. I intend for the DSO to be a desirable, career-enhancing place for all

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attorneys and legal service specialists. One way to do this is through public recognition of exceptional performance of duty. RDCs shall establish written policies and procedures within their regions for selection of Marines worthy of recognition as DSO Regional Marine of the Year, and Regional Defense Counsel of the Year (DECOY). In doing so RDCs are encouraged to consider the "whole Marine concept" and to solicit input from a variety of sources, including but not limited to Legal Service Support Section (LSSS) and Legal Services Support Team (LSST) Officers-in-Charge, military justice personnel, military judges, and Staff Judge Advocates.

a. *Recognition of Legal Services Specialists.* Each Regional Defense Counsel shall establish a program to recognize the hard work and dedication of Legal Services Specialists in their region. At a minimum:

(1) Each DSO Region will recognize one Legal Services Specialist in the grade of E-5 and below as the Regional DSO Marine of the year. Regional Defense Counsel (RDCs) shall establish policies and procedures for nomination and selection within their regions, and will coordinate appropriate recognition with the Officer-in-Charge of the Legal Services Support Section or Team where the Marine selected is physically employed.

(2) The four Regional DSO Legal Service Specialists of the Year will compete for selection as DSO Marine of the Year. RDCs will use enclosure (1) to submit their Regional DSO nominations. The Chief Defense Counsel of the Marine Corps (CDC), in consultation with the DSO Legal Chief and Reserve Chief Defense Counsel of the Marine Corps, will make the final selection. Once selected, the CDC will prepare a Marine Administrative Message (MARADMIN) and submit it for release by the Staff Judge Advocate to the Commandant of the Marine Corps announcing the selection along with the three runners-up. The individual selected as DSO Marine of the year and the three runners-up will be appropriately recognized at the annual DSO World-wide Community Training (WWCT).

b. *Recognition of Judge Advocates.* In addition to the foregoing, each RDC shall establish a program to recognize the hard work and dedication of Judge Advocates in their region. At a minimum:

(1) Each DSO Region will recognize one Judge Advocate in the grade of O-4 and below as the Regional Defense Counsel of

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the year (DECOY). Senior Defense Counsel (SDCs) and RDCs are ineligible. RDCs shall establish policies and procedures for nomination and selection within their regions, and will coordinate appropriate recognition with the Officer-in-Charge of the Legal Services Support Section or Team where the Judge Advocate selected is physically employed.

(2) The four Regional DECOY will compete for selection as DSO DECOY. RDCs will use enclosure (2) to submit their Regional DSO nominations. The Chief Defense Counsel of the Marine Corps (CDC), in consultation with the DSO Highly Qualified Experts, the Officer-in-Charge, Defense Counsel Assistance Program, and the Reserve Chief Defense Counsel of the Marine Corps, will make the final selection. Once selected, the CDC will prepare a Marine Administrative Message (MARADMIN) and submit it for release by the Staff Judge Advocate to the Commandant of the Marine Corps announcing the selection, along with the three runners-up. The individual selected as DSO DECOY and the three runners-up will be appropriately recognized at the annual DSO WWCT.

c. *Nomination Process.* Each RDC shall submit their nominee for DSO Marine of the year and DECOY at least sixty calendar days prior to the annual DSO WWCT. Use enclosures (1) and (2) for all submissions.

d. *Awards Presentation.* DSO Marine of the Year and DECOY will be appropriately recognized at the annual DSO WWCT. Prior to announcing the recipients, the CDC will ask the RDCs to recognize their regional nominees.

e. *Individual Competitive Accomplishment Award.* Recipients of DSO-wide awards will be nominated for a Specific Achievement Award (as a Competitive Accomplishment) Navy and Marine Corps Achievement Medal by the RDC of the region where the nominee is physically employed in accordance with references (a) and (b).

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4. Conclusion. This CDC Policy Memo is effective immediately.



STEPHEN C. NEWMAN

Distribution List:

SJA to CMC
Legal Chief of the Marine Corps
All Marine Corps SJAs
LSSS OICs
LSST OICs
All members of the DSO
NMCTJ Code 52, OJAG

MARINE CORPS DEFENSE SERVICES ORGANIZATION MARINE OF THE YEAR NOMINATION FORM

Thank you for taking the time to nominate one of our 4421 as Marine Corps Defense Services Organization Marine of the Year. The intent of this award is to recognize the DSO 4421 who has best epitomized the DSO Creed during this past Calendar Year:

We are Marines – Judge Advocates and Legal Services Specialists – who are dedicated to defending our fellow Marines and Sailors, by providing them legal counsel in any matter required by statute, regulation, or otherwise authorized. We are zealous advocates for our clients, serving independently of the local chain of command and under the supervision of the Marine Corps Defense Services Organization. We zealously represent each and every client within the guidelines of the law, consistent with our professional ethics, and in accordance with our rules of practice. We selflessly perform our duties with the utmost integrity, motivation and pride, without fear of reprisal, or expectation of professional or personal gain. In the same spirit as “Taking Care of Our Own,” we are: “Marines Defending Marines.”

In order to be eligible the 4421 must have served with the DSO during the last calendar year and remain on active duty through the date determined by the Chief Defense Counsel of the Marine Corps (published separately). The DSO Marine of the Year will be announced and recognized during the Annual DSO World-wide Community Training (DSO WWCT). It is not necessary that the nominee presently be a member of the DSO. Neither is it required that the nominee be present at the annual DSO WWCT, although it is preferred. Anyone may submit a nomination, which should be submitted on this form through the Nominee’s RDC, but the four Regional DSO Marines of the year are automatic nominations. All nominations must be submitted sixty (60) calendar days prior to the first day of the DSO WWCT. Please complete as much of this form as possible, understanding that you may not have access to all the information requested.

- 1. Your Info:**
- 2. Nominee’s Name:**
- 3. Nominee’s Billets during the last calendar year:**
- 4. Nominee’s Current Battalion / Squadron Commander:**

5. Narrative Description why this Nominee should be DSO Marine of the Year:

6. Statistics:

A. Number of Defense Counsel in Nominee's section:

B. Cases processed by this section in the last calendar year, including pleas and Board Waivers:

-GCMs:

-SPCMs:

-BOIs:

-AdSep Boards:

7. Mentorship – Please identify or describe specific examples of the Nominee teaching, training, or mentoring others in order to improve the practice of law:

8. Honoring the Creed – Please identify or describe specific examples of how the Nominee honored the DSO Creed in the performance of his or her duties with the DSO.

9. Professionalism - Describe how this Nominee interacts with members of the opposite side of the bar, members of the Judiciary, Staff Judge Advocates, Officers-in-Charge, Law Center Directors, Convening Authorities, and family members of their clients.

10. Non-DSO duties - Does this Nominee have any non-duty related accomplishments worthy of consideration (e.g. volunteer work, significant accomplishments in PME, publication, deployments, or other awards received during this period)? If so, please describe.

11. Other Information:

MARINE CORPS DEFENSE SERVICES ORGANIZATION DEFENSE COUNSEL OF THE YEAR (DECOY) NOMINATION FORM

Thank you for taking the time to nominate one of our officers as DSO-wide Defense Counsel of the Year (DECOY). “Wins and losses” in the courtroom are important, but they matter less than recognizing the Judge Advocate in the DSO who has had the greatest impact in their region and the DSO over the last calendar year. In order to be eligible the Officer must have practiced as a defense counsel in the Region at some point during the last calendar year, and remain on active duty through a date specified by the Chief Defense Counsel of the Marine Corps (published separately). The DECOY will be announced and recognized during the Annual DSO World-wide Community Training (WWCT). It is not necessary that the nominee presently hold a Defense Counsel billet. Neither is it necessary that the nominee be present at the WWCT, but it is preferred. Anyone may submit a nomination, which should be submitted on this form through the Nominee’s RDC, but the four Regional DECOY are automatic nominations. All nominations must be submitted sixty (60) calendar days prior to the first day of the DSO WWCT. Please complete as much of this form as possible, understanding that you may not have access to all the information requested.

1. **Your Info** (Name, Billet, Phone Number):
2. **Nominee’s Name:**
3. **Nominee’s Billets during the last calendar year:**
4. **Nominee’s Current Battalion / Squadron Commander:**
5. **Narrative Description why this Nominee should be DSO DECOY:**
6. **Statistics:**
 - A. Number of Defense Counsel in Nominee’s section:
 - B. Cases processed by this section in the last calendar year, including pleas and Board Waivers:
 - GCMs:
 - SPCMs:
 - BOIs:

-AdSep Boards:

C. Number of cases processed by this Nominee in the last calendar year, including pleas and Board Waivers:

-GCMs (Identify # contested):

-SPCMs (Identify # contested):

-BOIs:

-AdSep Boards:

7. **Mentorship** – Please identify or describe specific examples of the Nominee teaching, training, or mentoring others in order to improve the practice of law:

8. **Motion Practice** - What motions have been written and argued by this Nominee? Identify the most significant motion written, the issues it addressed, how it well it was argued. Were there any creative or unique interpretations of the law advocated? **Persuading the court on a particular point of law or motion should be noted, but prevailing on a motion for appropriate relief is not the most important factor to consider for the purpose of this nomination.**

9. **Advocacy In Contested Cases** - Identify the Nominee's most significant accomplishment in a contested trial. Describe the Nominee's style and effectiveness with regards to advocacy, understanding of the Rules for Courts-Martial and Rules of Evidence, and how quickly he or she thinks on his or her feet in a contested trial. **Acquittals and whether the trial was members or judge alone should be noted, but are not the most important factors to consider for the purposes of this nomination.**

10. **Advocacy in Uncontested Cases** - Identify the Nominee's most significant accomplishment in a guilty plea. Describe the Nominee's style and effectiveness with regards to advocacy, understanding of the Rules for Court-Martial and Rules of Evidence, and how quickly he or she thinks on his or her feet in a guilty plea. **Significant accomplishments and whether the plea was members or judge alone on sentence should be noted, but are not the most important factors to consider for the purposes of this nomination.**

11. **Post-Trial Matters** - How effectively does this nominee advocate in the post-trial process? How well are post-trial matters written and advocated? Identify the most significant post-trial matter or issue raised or addressed by this nominee, if any. Identify any significant post-trial relief granted.

12. **Professionalism** - Describe how this Nominee interacts with members of the opposite side of the bar, members of the Judiciary, Staff Judge Advocates, Officers-in-Charge, Law Center Directors, Convening Authorities, and family members of their clients

13. **Non- DC duties** - Does this Nominee have any non-duty related accomplishments worthy of consideration (e.g. volunteer work, significant accomplishments in PME, publication, deployments, or other awards received during this period)? If so, please describe.

14. **Other Information** - Please provide any other information you consider relevant to this nomination.