



## DEPARTMENT OF THE NAVY

UNITED STATES NAVAL ACADEMY  
121 BLAKE ROAD  
ANNAPOLIS, MARYLAND 21402-5000

USNAINST 4001.4  
28/SJA

16 AUG 1994

### USNA INSTRUCTION 4001.4

From: Superintendent

Subj: U.S. NAVAL ACADEMY (USNA) ATHLETIC EVENT OFFICIAL PASS AND COMPLIMENTARY TICKET POLICY

Ref: (a) SECNAVINST 4001.2F  
(b) 5 CFR § 2635 (Ethical Standards of Conduct for Employees of the Executive Branch) (NOTAL)  
(c) DOD Regulation 5500.7-R (Joint Ethics Regulations) (NOTAL)

1. Purpose. To set forth the USNA policy governing the acceptance and use of complimentary tickets to athletic events.

2. Background. The policies established herein support Goal Number 4 of the Strategic Plan, which is "Provide a quality living and working environment ... that contributes to more efficient and effective mission accomplishment."

3. Policy. Reference (a) governs acceptance of complimentary tickets given to USNA by the Naval Academy Athletic Association (NAAA). References (b) and (c) govern the policy for acceptance of complimentary tickets by Federal employees (military and civilian personnel). As a private organization, NAAA is not subject to the provisions of references (a) through (c). Compliance with applicable regulations is the responsibility of USNA and individual Federal employees.

#### 4. Implementation Guidelines

a. Federal employees who are required to attend athletic events as part of their official duties but who will not occupy a ticketed seat at the event (i.e., coaches, press box personnel, team physicians, etc.) shall be issued passes for those events at no cost. Such passes are not gifts as defined in references (b) and (c).

b. Tickets given to USNA under reference (a) shall be controlled by the Superintendent. They shall be issued to Federal employees who are required to attend athletic events and who will occupy a ticketed seat (i.e., Commandant, Battalion Officers, Company Officers, official party, etc.). These tickets are gifts to USNA and are not gifts to individuals as defined in references (b) and (c).

c. Midshipmen varsity athletes may receive complimentary tickets consistent with National Collegiate Athletic Association (NCAA) guidelines where the tickets are designated as complimentary tickets under the terms of the contract governing the athletic event. As these tickets are provided under contractual terms and are provided on the same basis for all NCAA athletes, these tickets are not gifts as defined in references (b) and (c).

d. The issuance of patronage complimentary tickets, recruiting complimentary tickets, promotional tickets, media tickets, etc., by NAAA is not controlled by references (a) through (c), as NAAA is a private organization. The issuance of complimentary or promotional tickets is within the discretion of NAAA. The acceptance of complimentary or promotional tickets by employees of the Naval Academy, and employees of other Federal agencies, is governed by references (b) and (c).

C. R. LARSON

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