



DEPARTMENT OF THE NAVY

COMMANDANT OF MIDSHIPMEN
U.S. NAVAL ACADEMY
101 BUCHANAN ROAD
ANNAPOLIS, MARYLAND 21402-5100

COMDTMIDNINST 1510.3A
APTITUDE OFC

28 JAN 200

COMDTMIDN INSTRUCTION 1510.3A

Subj: ACADEMIC YEAR FOURTH CLASS DEVELOPMENT SYSTEM

Ref: (a) COMDTMIDNINST 1601.12 Series (Brigade Striper Organization and Selection Procedures)
(b) COMDTMIDNINST 5400.6 Series (Midshipmen Regulations)
(c) COMDTMIDNINST 1531.1 Series (Saturday Morning Training)
(d) US Code, Title 10, Section 6964 (Hazing: definition; prohibition)

Encl: (1) Training Requirements
(2) Plebe Duties and Responsibilities (Rates)

1. Purpose. To establish policy and guidelines for the academic year phase of the Fourth Class Development System.
2. Cancellation. COMDTMIDNINST 1510.3. This instruction is a complete revision and should be reviewed in its entirety; no special markings appear because changes are extensive.
3. Objectives. Each plebe and upper-class Midshipman should meet the class-appropriate objectives of Waypoints by Graduation Day. Nothing restricts any Midshipman from surpassing these objectives.
4. Background. The Fourth Class Development System is a traditional and fundamental element in the professional education of Midshipmen to prepare them for service as leaders in the officer corps of the Navy and Marine Corps. It consists of two phases: Phase One is Plebe Summer which is an indoctrination phase, and Phase Two is the Academic Year which serves as a continued introduction into the Naval Service. The Academic Year program reinforces and builds on the experiences gained during the summer, while shifting focus and intensity in order to meet additional academic requirements. The Fourth Class Development System supports the mission of the United States Naval Academy. It balances moral, mental, and physical requirements to provide a challenging, positive, and rewarding experience that emphasizes teamwork, peer leadership, and support of the chain of command.

5. Chain of Command Responsibilities. The proper execution of the Fourth Class Development System is the responsibility of the Midshipman chain-of-command. The Midshipmen leadership must ensure that the Fourth Class Development System is administered in accordance with the letter and spirit of this instruction.

a. Supervision. The Commandant of Midshipmen, through the officer and Midshipmen chains of command, is responsible for the supervision of the Fourth Class Development System. The Commandant approves recommendations from the Brigade Commander concerning all modifications to the Fourth Class Development System.

b. Conduct. Each upper-class Midshipman is responsible for setting the proper example for the Fourth-Class Midshipmen and to this end shall:

(1) Be familiar with this instruction.

(2) Take an active role in maintaining the company training environment, emphasizing uniformity of opportunity. Program consistency shall not be undermined by discriminatory granting of unauthorized privileges.

(3) Correct Fourth Class Development System infractions, while ensuring that no action will demean or abuse the offender.

(4) Be impartial in the correction of Fourth-Class Midshipmen and in all relationships with them, thereby instilling a positive feeling toward the company, the Brigade, and the naval profession.

(5) Understand the definition of hazing and fraternization as specified by the Midshipman Regulations Manual and stated in this instruction.

c. Duties. Basic functions as well as general duties and responsibilities for the following billets are delineated in reference (a).

(1) Brigade Commander

(a) Maintains overall authority and responsibility for the Fourth Class Development System.

(b) Modifies the Fourth Class Development System (working through the Chain of Command) to ensure an effective overall training program. Changes to the system may include but are not limited to intensifications or relaxations.

(c) Ensures effective turnovers to the next semester's staff.

(d) Maintains consistency throughout the Brigade.

(2) Brigade Executive Officer

(a) Supervises the operation of the Fourth Class Development System for the Brigade Commander.

(b) Coordinates with the Commandant's Aptitude and Training Officers, and the Brigade Aptitude, Conduct and Training Officers.

(c) Uses the Midshipmen chain of command to ensure proper education and uniformity of enforcement.

(d) Coordinates execution of the Fourth Class Development System to ensure unified standards of delivery and evaluation.

(3) Brigade Training Officer

(a) Is responsible for developing the training plan for all classes to support the mission of the Naval Academy.

(b) Is responsible for ensuring consistency across the Brigade.

(c) Shall coordinate training activities initiated, conducted, or completed by the striper organization with the Commandant's Training Officer.

(d) Shall oversee training evolutions and provides feedback to the Brigade Commander.

(e) Shall deconflict training requirements with other plebe requirements such as academic study periods, academic events, sporting events, and brigade-wide evolutions.

(f) Shall represent Midshipman training interests on the Planning Board for Scheduling and Training (PBST), in accordance with USNAINST 1531.54A.

(g) Coordinates training activities with and among the Battalion Training Officers.

(4) Brigade Aptitude and Conduct Officers

(a) Supports the Brigade Executive Officer in issues related to the Fourth Class Development System.

(b) Coordinates with the Commandant's Aptitude and Conduct Officers and the Brigade Executive Officer.

(5) Regimental Commanders are responsible to the Brigade Commander for the conduct of the Fourth Class Development System within their regiments.

(6) Battalion Commanders are responsible to the Regimental Commander for the conduct of the Fourth Class Development System within their Battalions.

(7) Battalion Training Officer

(a) Shall ensure the Company Training Officers accomplish the Fourth Class Development System objectives.

(b) Shall ensure battalion-wide consistency in enforcement of the Fourth Class Development System.

(c) Shall oversee training evolutions within the battalion and coordinate with the Battalion Commander to approve special training evolutions within the Battalion.

(d) May perform collateral brigade-level training duties such as coordinating ship visits, writing proposals, and developing professional training knowledge.

(8) Company Commanders are responsible for the overall execution of the Fourth Class Development System and for maintaining a consistent level of intensity and enforcement of the Fourth Class Development System within their companies.

(9) Company Executive Officer

(a) Shall advise the Company Commander on matters pertaining to the Fourth Class Development System. This includes keeping records of all problems, abuses, and improvements of the Fourth Class Development System that originate in the company.

(b) Shall monitor application of the Fourth Class Development System in the company to ensure positive and consistent application by the upper-class. This includes periodic supervision of come-arounds and participating in all company-level Fourth Class Professional Boards.

(c) Shall monitor the performance of the Fourth-Class Midshipmen in the company.

(d) Assists in educating all Midshipmen in the company to ensure a complete understanding of the Fourth Class Development System.

(e) Ensures the company has a Fourth Class Development Bulletin Board to include as a minimum the following items:

1. Daily menus
2. Watchbills
3. Chain of command (President through academic year Midshipman chain of command)

(f) Coordinates with Company Training Officer to ensure proper tasking to second class and third class.

(10) Company Training Officer

(a) Shall ensure the second-class and third-class accomplish the Fourth Class Development System objectives.

(b) Is accountable for plebe attendance at training evolutions.

(c) Shall ensure upper-class assist with special training initiatives within the company such as professional boards, movement orders, presentations, and Battalion- and Brigade-level training requirements.

(d) Shall track each Fourth-Class Midshipman's professional knowledge quiz performance, and coordinates with squad leaders to remedy poor performance.

(e) Shall work with the Company Commander and Executive Officer to oversee the second and third classes in their training roles and maintains a positive, effective training environment. The Company Training Officer must be vigilant in watching for hazing and training that does not promote dignity, respect, and professionalism.

(f) Shall develop the Saturday Morning Training Plans with Operational Risk Assessments per the Saturday Morning Training instruction, reference (c).

(11) Platoon Commander

(a) Shall monitor application of the Fourth Class Development System in the platoon to ensure positive and consistent application by all upper-class. This includes periodically supervising come-arounds and ensuring Squad Leaders keep thorough and accurate records.

(b) Shall monitor the performance of the fourth-class in the platoon to ensure second- and third-class meet all objectives.

(12) Squad Leader

(a) Is responsible for the training, performance and well-being of the Fourth-Class Midshipmen.

(b) Shall contribute particularly to the moral and professional development of Midshipmen in the squad.

(c) Shall ensure maintenance of standards of knowledge and appearance per the Fourth Class Development System.

(d) Shall receive, review, and maintain all evaluations written on squad members and discuss each with the Midshipman concerned.

(e) Is responsible for the counseling of all fourth-class in the squad, with emphasis on development.

(f) Serves on Aptitude Boards for the fourth class in the squad.

(13) Second-Class Midshipmen

(a) Assist squad leaders in the maintenance of discipline and standards and in the execution of policies.

(b) Serve as evaluators to provide adequate and timely feedback to squad leaders regarding the performance of underclass squad members.

(c) Counsel the third class weekly regarding training effectiveness and possible improvements. Evaluation of the ability of the third class to instruct as well as the fourth classman's performance provides the basis for counseling.

(d) Administer weekly room and personnel inspections subject to the guidance of the First-Class Midshipmen.

(14) Third-Class Midshipmen

(a) Participate fully in the training of fourth class on routine aspects of Midshipman life, such as academics, wearing of uniforms, and professional knowledge. Their role focuses predominantly on teaching and instructing.

(b) Administer weekly room and personnel inspections and conduct come-arounds subject to the guidance of the second class. Come-arounds focus on teaching and instructing fourth class with an emphasis on preparation for the presentation of the material to be evaluated by the second class.

(c) Assist and participate in Saturday Morning Training.

6. Training Requirements. Training is the most critical element in the Fourth Class Development System – not only training of the plebes, but also training of the upper-class who must carry out the system. Enclosure (1) contains specific information regarding training requirements and milestones.

7. Prohibited Activities. Although not all-inclusive, the following activities are specifically prohibited (consult reference (b) for further information):

a. Hazing. Per reference (d), US Code, Title 10, Section 6964, hazing means any unauthorized assumption of authority by a Midshipman whereby another Midshipman suffers or is exposed to any cruelty, indignity, humiliation, hardship, or oppression, or the deprivation or abridgement of any right. A Midshipman may be dismissed for hazing.

b. Physical Abuse. Upper-class Midshipmen may only touch Fourth Class Midshipmen for the purpose of correcting or adjusting the uniform, drill and rifle positions or as necessary for other legitimate training purposes. This would include contact necessary to assist a plebe with physical exercises such as holding feet for sit-ups or assisting a plebe to a chin-up bar. Physical abuse or harassment will not be tolerated in any form. Physical contact is allowed only as necessary for training purposes. No amount of physical force is condoned, nor will it be tolerated. Upper-class must not coerce or compel plebes to perform a spirit activity that may put the plebe in harms way, or risk physical injury. Incidental contact during approved athletic contests in the athletic environment is authorized. Physical abuse is a separation level offense.

c. Interference with fourth class sleep or study periods. Upper-class may not schedule formal training for plebes before 0630, excepting specific approved evolutions, or after taps. That time is protected strictly for fourth class to sleep. Upper-class also may not schedule formal training, to include professional knowledge review, during study period or after taps. That time is reserved strictly for academic study.

d. Special evolutions. The following evolutions which are prescribed during Plebe Summer are not authorized during the academic year: bracing up, individual physical punishment.

e. Fraternization. Fraternization, as defined in Midshipman Regulations, is prohibited.



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**Academic Year Fourth Class Development System
Training Requirements**

1. General. The Fourth Class Development System is not intended to be an additional, rigorous three hour academic course demanding excessive time in a Fourth Class Midshipman's day. FOURTH CLASS SHOULD NOT BE REQUIRED TO SPEND MORE THAN ONE AND A HALF HOURS PER DAY ON FOURTH CLASS DEVELOPMENT ITEMS. This includes preparation and presentation time of all rates, spirit related activities, and company duties. No more than ten and a half hours per week should be spent on the Fourth Class Development System by each fourth class. Exceptions to this limit may only be granted by the Company Officer.

2. Training Milestones. By the end of Plebe Summer, fourth class should have satisfied all training objectives of COMDTMIDNINST 1510.1. The following additional training milestones are applicable for the academic year:

- a. No later than Army Week, fourth class should:
 - (1) Be able to wear all uniforms properly.
 - (2) Display effective time management skills, such as
 - (a) Maintain a written schedule.
 - (b) Gantt chart back from a goal through the steps required to accomplish the goal.
 - (c) Maintain a work journal.
 - (d) Consistently review future schedules weekly and monthly.
 - (3) Be fully conversant with the Professional Knowledge Reference Manual (Vol 1).
 - (4) Display exemplary Brigade spirit (includes posters, bulletin boards of a professional nature and other spirit related activities per upper-class example).
- b. No later than Spring Break, fourth class should:

(1) Firmly grasp Naval Academy and Naval service customs and traditions.

(2) Be fully conversant with the Professional Knowledge Reference Manual (Vol 1 and 2).

(3) Set the Brigade example of spirit and support.

(4) Be professionally and physically prepared for Youngster summer training.

c. Appropriate counseling and follow-up training should be administered to any plebe who fails to meet the above requirements.

3. Squad Training and Evaluations. The Squad Leader, second-class trainer, and third-class coach must work in unison toward the desired goals. Proper planning and interaction of the three upper-classes will lead to a squad which anticipates its training, implements the training, evaluates that implementation and ultimately completes its mission. A key to this success is the evaluation done by the second class and their dedicated efforts to maintain the direction of the squad as dictated by the squad leader. A basic template for squad training and counseling is shown below. The template serves as an example and may be modified by the squad leader. Training time should not exceed the limit set in paragraph one above.

<u>SQUAD TRAINING PLAN</u>						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning Training	3/C come-around	3/C come-arounds	2/C come-arounds	2/C come-arounds	1/C sign-off	
Other Training						SMT
Free Time	3/C and Fourth-Class Midshipman counseled by 1/C and 2/C; 2/C counseled by 1/C					
Notes:	(1) 2/C will evaluate Fourth-Class Midshipman performance and determine modification of 3/C training syllabus. (2) 1/C evaluation made in conjunction with the 2/C on the progress towards training goals. (3) Other come-arounds that may be required must be approved by the Company Commander.					

a. The Company Officer time (1250-1320, Monday and Wednesday) can be used for Fourth Class Development training as needed. On Tuesday, Thursday, and Friday, however, academic lectures and appointments take precedence over company training evolutions. This training period can be used for group training and discussions on either professional knowledge or daily rates, provided the training has been approved by the Company Commander prior to being conducted.

b. Unless in the Fourth Class Midshipman's immediate chain of command on official business or for the purpose of tutoring a fourth class in a certain academic subject, upper-class shall not visit fourth class rooms during study period.

4. Professional Reports

a. Professional reports will be used as an Extra Military Instruction (EMI) tool only. These EMI assignments will be constructive in nature and be tailored to a specific deficiency of a fourth class. All EMI assignments will be documented with an EMI chit. Company Commanders may assign EMI with the approval of the Company Officer. Other guidelines are as follows:

(1) No more than one professional report may be assigned per fourth class per week.

(2) Professional reports will be limited to fifteen minutes in duration. This includes the time required for the fourth class to answer questions from upper-class Midshipmen regarding the content of report.

(3) Professional topics are restricted to those listed in the Professional Knowledge Reference Manual for the current week.

(4) Professional reports may be required to cover information beyond the weekly professional knowledge, however, they must relate to the weekly topic.

(5) Squad Leaders will be responsible for the conduct of professional reports in their squad.

5. Come-Arounds

a. General. The principal purpose of come-arounds is to further the overall development of the fourth class involved. Come-arounds consist of any counseling session, oral examination, training or instructional period, corrective action for discrepancies, or personnel inspection of a fourth class. Normally, only Midshipmen in a Fourth Class Midshipman's direct chain of command (from Element Leader through the Superintendent) may hold a come-around for that plebe. If a Midshipman outside this chain of command deems it necessary for a fourth class to have a come-around, that Midshipman will request permission from the respective Fourth Class Midshipman's squad leader.

b. Conduct. All come-arounds will be strictly a professional exchange of information between an upper-class Midshipman and a Fourth-Class Midshipman.

(1) Time. Come-arounds will be held from 0630-0700, Monday through Friday. For those athletes with morning workouts that preclude participation in the 0630-0700 come-around, come-arounds may be rescheduled for a time later in the day, as long as it does not interfere with study period. Total duration for come-arounds will not exceed three hours per week. If an exception is required to the usual come-around period noted above, it must be approved by the Company Commander or Company Training Officer. Upper-class Midshipmen should recognize that every Midshipman's time is valuable, so come-arounds should be planned accordingly.

(2) Location. Come-arounds may be conducted outside the room of an upper-class Midshipman with the fourth-class at a position of "at ease", in a room with the door open, or in a passageway. A positive leadership environment must be maintained at all times.

(3) Uniform. The Midshipman conducting the come-around will be in a complete uniform. Under most circumstances this should be the same uniform as the fourth class coming around: the uniform of the day.

9. Physical Training. Upper-class may prescribe physical training to build unit integrity, teamwork, , physical aptitude, or applicable military skills. If a Company Training Officer intends to conduct any type of physical training evolution,

including physical training inside Bancroft Hall, the Company Commander and Company Officer must be fully aware and their informed consent must be received. The training may only be conducted after 0630 and before study period or during Saturday Morning Training time, and it requires prior approval and an Operational Risk Assessment. If training time is required outside of these times, a proposal and Operational Risk Assessment must be submitted to and approved by the Company Commander and Company Officer. The Battalion and Brigade Training Officers as well as the Commandant's Training Officer must also be informed. The following are routine physical training evolutions:

a. Remedial PRT training led by the Company PMO for substandard performance on a practice or scored PRT.

b. Saturday Morning Training (SMT). SMT is an opportunity for all midshipmen to learn military skills and develop leadership. Evolutions must be practical and positive in nature. Punitive physical training is prohibited, in accordance with the Saturday Morning Training Instruction (COMDTMIDNINST 1531.1A).

6. Rewards. Reinforcement of positive behavior is an essential element in training. The Fourth Class Development System must identify outstanding performance and recognize it accordingly. Efforts should be made by the upper-classes and the chain of command to reward outstanding performance by those fourth class who significantly exceed standards. The following are a few suggested means to recognize superior performance by fourth class:

a. "Carry-on" at noon meal.

b. Verbal recognition by the unit commander in front of the squad, platoon, company, etc.

c. A letter of commendation.

d. Nomination for Company or Battalion Midshipman of the Month or for Company, Battalion, or Brigade Midshipman of the Semester.

**Academic Year Fourth Class Development System
Fourth Class Duties and Responsibilities (Rates)**

1. Most fourth class duties and responsibilities (rates) learned during Plebe Summer, as described in COMDTMIDNINST 3120.1A, will remain in effect through the academic year. The following amendments to the fourth class duties and responsibilities become effective at the end of Plebe Summer (when the Brigade reforms):

a. Daily Rate Knowledge. Daily rates will be mastered no later than the morning come-around. Daily rates include:

(1) Full menus for the next three successive meals verbatim. The Company Training Officer may relax this rate to abbreviated menus during an exam period (to include x-week).

(2) Name and billet of the Officer of the Watch, Midshipman Officer of the Watch, and the Company Command Duty Officer.

(3) Current events. Fourth class will read one national news article, one international news article, and one sports article and be able to speak conversationally about each for at least two minutes.

(4) The Days (as learned during Plebe Summer).

(5) Names and billets of all four strippers and above.

(6) Names of all team captains for in-season sports.

(7) Legends and Traditions from Reef Points (as learned during Plebe Summer).

(7) Weekly professional knowledge. Fourth class should be conversant on the required professional knowledge topic for the given week.

(8) Scores of all Army-Navy and Navy-Air Force sports events held during a given week or on the preceding weekend.

b. Uniforms. Fourth classmen will always be in a complete uniform when outside their rooms. This uniform must be the

uniform of the day or the alternate officially specified uniform between 0630 and 1930, Monday through Friday and 0630 and 1015, Saturday. The only exception to this rule is when transiting to and from intramural or sports practice, or when participating in recreational liberty. At all other times, plebes may wear regulation P.E. gear which will include only the issue blue rimmed T-shirt tucked inside blue shorts, athletic socks, and athletic shoes. Any combination of USNA sweat shirt and pants can be worn with regulation P.E. gear.

c. Racks. Fourth classmen rate their racks from:

- (1) Sunday through Friday: 2200 to reveille.
- (2) 1015 Saturday to 1300 Sunday.
- (3) When sick-in-room.

d. Wardroom and recreational facilities

(1) Fourth class do not rate skipping meals from Sunday evening meal through Saturday breakfast.

(2) Fourth class are only authorized to use Company wardrooms for official business and as directed by either the Company Officer or Company Commander.

(3) Fourth class are authorized to buy food at Steerage but may not use the seating area.

(4) Fourth class may only use Dahlgren Hall:

- (a) To observe ice hockey games.
- (b) During Yard Liberty for ice skating and basketball.
- (c) To participate in intramurals.
- (d) When authorized dragging privileges, plebes may meet visitors on the Perot level.
- (e) For use of Drydock Restaurant per Midshipmen Regulations.

(f) When specifically authorized by the Brigade Commander for social functions.

e. Media usage

(1) Fourth class are not allowed to have stereos, walk-men, or radios in their rooms, and they may not use their computer systems to simulate the functions of the above equipment. They may not watch internet or network video media or DVDs unless specifically directed for a training evolution.

(2) Fourth-Class Midshipmen are only allowed to play video games on their computers or handheld systems when authorized town liberty.

f. Duties

(1) Fourth class give chow calls (as learned during Plebe Summer) at ten and five minutes prior to all indoor formations and twelve and seven minutes prior all outside formations.

(2) Fourth class report three minutes prior to assembly for all formations.

(3) Fourth class attend at least one varsity or club sporting event or cultural event (i.e. Concert, play, etc. at Company Training Officer discretion) on the Yard weekly.

(4) Fourth class decorate bulletin boards in Bancroft Hall spaces to include company boards and any additional boards specifically assigned. Bulletin boards will not be worked on during study period.

(5) Fourth class are required to deliver all company laundry items to their respective owner's room by 1930 on the day of delivery. A watch bill may be posted to accomplish this function.

(6) Fourth Class may perform weekly recycling duties at the discretion of the Company First Lieutenant.

g. Alcohol consumption. Fourth classmen may not drink alcoholic beverages, regardless of age.

h. Personal decorum

(1) Fourth class will "chop" and sound off when in Bancroft Hall from 0630-2000, Monday-Saturday and from 1300-2000, Sunday. The following exceptions apply: when standing watch, during final exam periods, when specifically granted "carry-on" as approved by the Midshipman and officer chains of command. Fourth-Class Midshipmen do chop in Bancroft while on town liberty.

(2) Fourth class will come to attention when addressed. When an upper-class Midshipman, Navy or Marine Corps Officer, or Senior Enlisted Leader enters a plebe room, all plebes in the room will come to attention and sound off with rank, last name, and alpha code.

(3) Fourth class may not talk to classmates while in the passageways or ladders of Bancroft Hall, except while performing official duties, without first obtaining permission from an upper-class midshipman in the area.

(4) Fourth class will not eat or consume beverages while in Bancroft Hall except in their or other fourth class rooms.

(5) Fourth class are authorized "carry on" in Bancroft Hall heads.

(6) Fourth class will "carry on" in the corridors of Bancroft Hall's basement, post office, cobbler shop, laundry, and Midshipmen store areas.

(7) Fourth class are authorized to use:

- (a) Scuttlebutts in passageways.
- (b) All coin operated machines.
- (d) Basement weight rooms.

(8) Fourth class are authorized "carry on" when outside Bancroft Hall.

(9) Fourth class are authorized to use any outside walkways, excepting the elliptical walkways circumscribing

Stribling Walk and the elevated walkways adjacent to the landward side of Chauvenet and Michelson Halls.

(10) Fourth class may not sit outside anywhere on the Yard unless they are watching a sporting event.

i. Authorized ladders in Bancroft Hall

(1) Fourth class are authorized use of any wide ladder throughout Bancroft Hall except the ladders in the after outboard corners of the 3rd and 4th wings which are Youngster ladders. The ladders and doors on the forward inboard corners of the 3rd and 4th wings that lead into Tecumseh Court are second class ladders only.

(2) Specifically, fourth class rate all ladders in the 1st and 2nd wings. Fourth class rate only the two wide central ladders in the 5th, 6th, 7th and 8th wings.

(4) Fourth class rate the spiral ladders in 3rd and 4th wings as well as the ladders leading from 3-1 and 4-1 to the basement spaces.

j. Vehicular Transportation. Fourth-Class Midshipmen are authorized to use public transportation and taxi cabs. They may ride in private automobiles when accompanied or driven by parents, guardians, USNA-approved sponsors, staff or faculty members, or when escorting to an event on the Yard. First class or dependents of sponsors may drive Fourth-Class Midshipmen directly to and from a sponsor's home. Fourth class may also ride in first class vehicles to and from authorized official functions and sporting events. The Midshipman's Company Officer must grant approval for any exceptions.