



DEPARTMENT OF THE NAVY
COMMANDANT OF MIDSHIPMEN
UNITED STATES NAVAL ACADEMY
101 BUCHANAN ROAD
ANNAPOLIS, MARYLAND 21402-5100

COMDTMIDNINST 1601.8H
OPS

05 MAR 2007

COMDTMIDN INSTRUCTION 1601.8H

Subj: ESCORTING AND BERTHING OF QUALIFIED CANDIDATES

Encl: (1) Escort Assignment Time Line

1. Purpose. To define the procedures for escorting and berthing qualified Naval Academy candidates in Bancroft Hall.
2. Cancellation. COMDTMIDNINST 1601.8G
3. Discussion. The Director of Admissions offers qualified candidates the opportunity to observe the daily routine of a Midshipman Third Class at the U.S. Naval Academy. A qualified candidate is defined as an applicant who has met the Naval Academy's minimum scholastic and physical entrance requirements. The candidate will observe the routine of his/her escort for a day and a half, from 2100 on Thursday until 1100 on Saturday of selected weekends.
4. Action
 - a. Candidate Guidance Office
 - (1) Invite qualified candidates to observe the daily routine at the Naval Academy.
 - (2) Provide the Commandant of Midshipmen Activities Operations Officer with the number of escorts required for each selected weekend.
 - (3) Provide the Midshipmen Food Service Division with the number of candidates dining in King Hall for each selected weekend.
 - (4) Brief candidates and parents on arrival regarding the program's schedule of events and the regulations of the Naval Academy.
 - (5) Provide the Officer-of-the-Watch with a list of candidates and their escort's name and company for each weekend visit.

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b. Commandant of Midshipmen Operations Officer

(1) Midshipman Activities Officer will coordinate with Brigade and Company Operations Officers for escort assignment as delineated in enclosure (1).

c. Company Operations Officer

(1) When tasked, obtain highly motivated and professional Midshipmen volunteers for escort duties. Submit escort list to Company Officer for approval.

(2) Submit a copy of the escort list to Company Adjutant for watch credit assignment.

d. Midshipman Escort

(1) Be familiar with the contents of this instruction.

(2) Retrieve a cot for the candidate, as appropriate.

(3) Ensure that the candidate adheres to the escort's routine and conforms to the appropriate Midshipmen Regulations. The escort will accompany the candidate at all times in Bancroft Hall.

e. First Lieutenant Bancroft Hall. Provide a cot for candidates, if required.

f. Bancroft Hall Medical Duty Officer. Coordinate emergency medical treatment for any candidate injured while visiting the United States Naval Academy.


MARGARET D. KLEIN

ESCORT ASSIGNMENT TIMELINE

Thursday (one week prior): Candidates Guidance Office forward the number of escorts required for each selected weekend, to Midshipmen Activities Officer (for distribution to appropriate Battalion Operations officers, via the Brigade Operations Officer).

Sunday: Battalion Operations Officers distribute weekend candidate numbers to appropriate Company commanders (via Company Operations Officers) NLT 1900.

Monday: Company Commanders forward escort list (names and company of escorts) to Company Officers NLT 1200.

Tuesday: Company Commanders forward escort lists to Battalion Operations Officer and Company Adjutant NLT 1200. Battalion Operations Officers forward escort lists to the Brigade Operations Officer NLT 1800.

Wednesday: Brigade Operations Officer forward escort lists to the Midshipmen Activities Officer NLT 0800. Midshipmen Activities Officer submit escort list to the Candidate Guidance Office NLT 1200.