



DEPARTMENT OF THE NAVY

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

Canc: Sep 12

COMDTMIDNNOTE 1500
OIC, NASP
2 Apr 12

COMMANDANT OF MIDSHIPMEN NOTICE 1500

Subj: NAVAL ACADEMY SUMMER PROGRAMS

Ref: (a) COMDTMIDNINST 5400.6P
(b) COMDTMIDNINST 1010.1A
(c) COMDTMIDNINST 1601.10F
(d) COMDTMIDNINST 1610.2E

Encl (1) NASP 2012 Organization
(2) NASP Manual

1. Purpose. To promulgate policies, regulations, and instructions concerning personnel assigned to the various summer programs in which Midshipmen are required to reside in Bancroft Hall, exclusive of Plebe Detail and Summer Seminar.

2. Cancellation. COMDTMIDNINST 1500.4G

3. Information. The Officer in Charge (OIC) of Naval Academy Summer Programs (NASP) will be responsible for those Midshipmen in Bancroft Hall who are participating in cruise groups arriving and departing USNA, all summer school personnel, transients in any status, and those personnel, excluding plebes, who are separating for any reason. All Midshipmen residing in Bancroft Hall while attending summer school or participating in a summer training program (other than Plebe Summer Detail) shall comply with this note.

4. Action. All personnel attached to or assigned responsibilities for NASP shall become familiar with the contents of this instruction and shall carry out assigned responsibilities as directed. Unless otherwise stated in this note, Midshipman will comply with reference (a). Should any conflict arise between this instruction and reference (a), this instruction shall take precedence during the period of 30 May - 16 August 2012.

5. Summer Programs Staff Responsibilities. Enclosure (1) depicts the NASP billet organization.

a. NASP OIC. Responsible for all Midshipmen assigned to Naval Academy Summer Programs taking place at USNA, excluding Plebe Summer and Summer Seminar.

b. NASP XO. Assist the OIC in ensuring all Midshipmen assigned to NASP adhere to the policies, regulations, and instructions applicable to NASP and Bancroft Hall.

c. NASP 1STLT. Report directly to the NASP XO. Responsible for the material condition of the NASP spaces. Maintain inventory of self-help supplies and cots, maintains storage spaces and common areas, and serve as

the direct liaison with the Bancroft Hall First Lieutenant. Help coordinate the check-in/check-out process of Midshipman rooms.

d. PE Liaison Officer. Coordinate with the NASP XO to ensure proper accountability of Midshipmen attached to NASP with current PE deficiencies. Responsible for all Marking Office, remedial program, and intramural requirements, and supports Plebe Summer PEP and PE training requirements.

e. NAAA LNO/LCPO. Liaise between NAAA and the NASP office to ensure proper transfer and material condition of Bancroft Hall spaces that will be used by both NASP personnel and NAAA.

f. Summer Programs LCPO. In charge of maintaining up-to-date schedule of Summer Training and distribution of Midshipmen from Bancroft Hall to points of departure. Maintain a close liaison with Professional Development. In charge of Midshipmen distribution within Bancroft Hall, planning and executing the summer berthing program. Maintain direct liaison with the Bancroft Hall First Lieutenant, and coordinate the turnover of Bancroft Hall facilities at the start and end of the summer.

g. NASP OPS. Monitor and coordinate the movements, activities, and progress of Midshipmen assigned to NASP. Liaise with Plebe Summer Weapons Detail.

h. NASP Admin Officer. Administrative assistant to the NASP OIC. Responsible for the administration of the NASP office, including all files, records, and reports. Update rosters, publications and instructions, and maintain adequate supplies and necessary forms.

i. NASP Conduct Officer. Report directly to NASP OPS. Maintain accountability of all conduct action for all NASP Midshipmen. Provide daily status of ongoing conduct action and Preliminary Inquiry Reports to the Commandant's Conduct Officer. Coordinate with Commandant's Conduct Officer and Staff Judge Advocate to ensure prompt adjudication of all summer conduct cases. The NASP Conduct Officer is subordinate and reports to the Commandant's Conduct Officer for all matters involving system administration.

j. NASP Adjutant. Report directly to NASP OPS. Coordinate NASP watch bill requirements with Bancroft watch standing requirements and special evolution requirements. Coordinate with Bancroft Hall Assistant Senior Watch Officer to ensure all watches and duties are planned for and accomplished throughout the summer.

k. Transient Officer/LCPO. Responsible for the Midshipmen assigned to all USNA training programs (restricted personnel, International/Exchange students, internships) and all other transient personnel (Midshipmen arriving/returning from PROTRAMID, Grey Hull cruises, etc.). Maintains accountability, the distribution of Midshipmen from Bancroft Hall to their respective points of departure, and is responsible for the good order and discipline of all Midshipmen assigned to these programs. Coordinate billeting requirements with NASP.

l. Professional Development LNO/LCPO. Responsible for the Midshipmen assigned to the Offshore Sailing Training Squadron, (OSTS), Varsity Offshore

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Sailing Team (VOST), YP Summer Programs, and Soaring training. Supervises respective program LNOs ensure accountability, billeting and good order and discipline of all Midshipmen involved in these programs.

m. VOST Liaison Officer (LNO)/LCPO. Responsible for the Midshipmen assigned to VOST. Maintain accountability and responsibility for good order and discipline of all Midshipmen involved in these programs. Coordinate billeting requirements with NASP and the Sailing Center for all training requirements. Reports to the Professional Development Officer.

n. OSTS LNO/LCPO. Responsible for the Midshipmen assigned to OSTs. Maintain accountability and responsibility for good order and discipline of all Midshipmen involved in these programs. Coordinate billeting requirements with NASP and the Sailing Center for all training requirements. Reports to the Professional Development Officer.

o. YP LNO. Responsible for the Midshipmen assigned to Soaring Summer Training. Maintain accountability and responsibility for good order and discipline of all Midshipmen involved in this program. Collaborates with the program OIC, maintains oversight of training schedules and coordinate billeting requirements with NASP. Reports to the Professional Development Officer.

p. Soaring LNO. Responsible for the Midshipmen assigned to Soaring Summer Training. Maintain accountability and responsibility for good order and discipline of all Midshipmen involved in this program. Collaborates with the program OIC, maintains oversight of training schedules and coordinate billeting requirements with NASP. Reports to the Professional Development Officer.

q. Summer School Officer/LCPO. Responsible for the Midshipmen assigned to Summer School. Coordinate with Academic Dean's Office, Physical Education Marking Office, and NASP to provide tracking of Midshipmen enrolled in Summer School. Coordinate necessary changes in Midshipmen's summer schedules to allow completion of required or desired Summer School. Serves as the NASP academic liaison, developing weekly grade reports for distribution to the Commandant, Deputy Commandant, and NASP staff.



R. E. CLARK II

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NASP 2012 ORGANIZATION

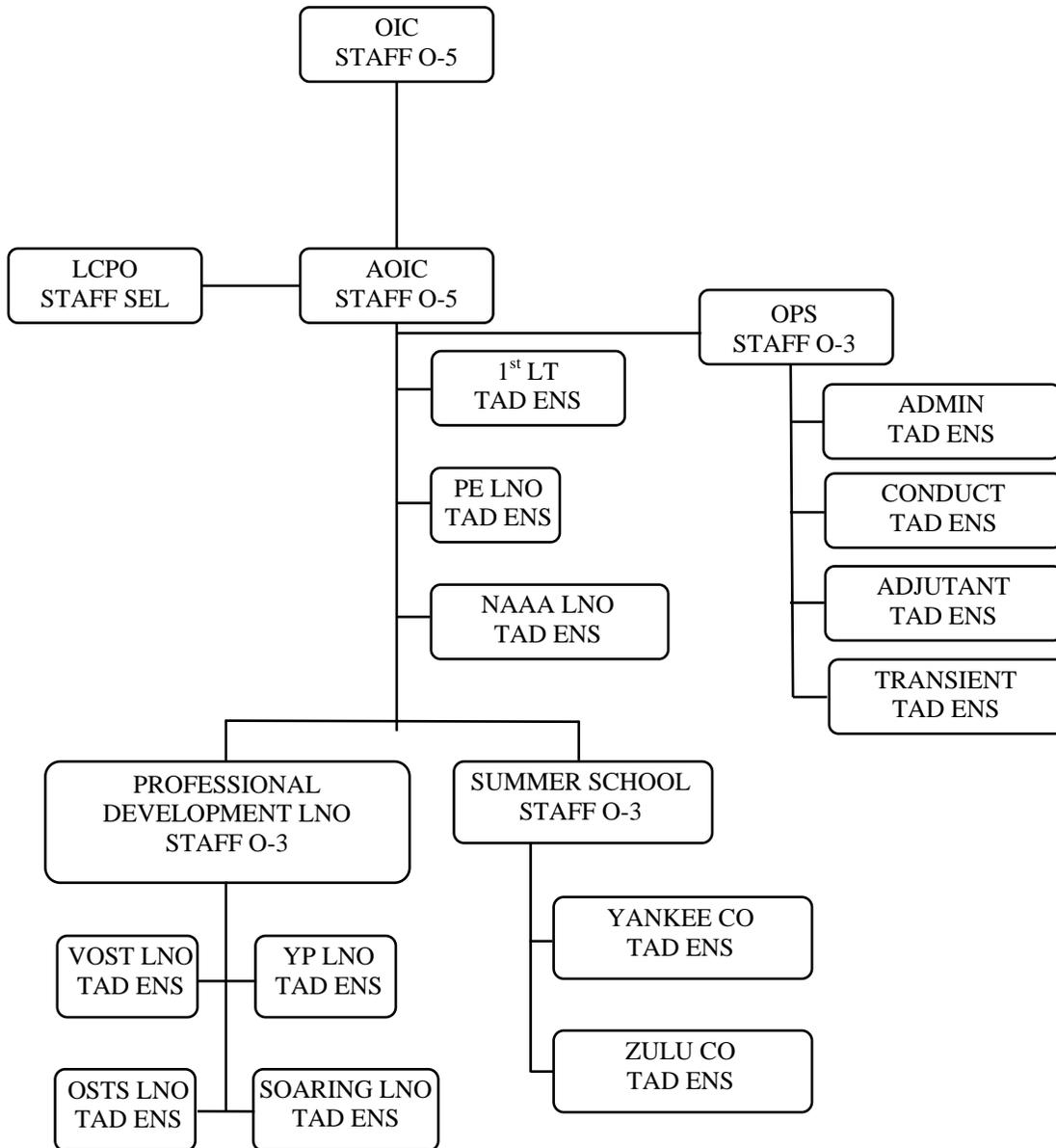


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CHAPTER ONE

NASP CHECK-IN/CHECK-OUT PROCEDURES

101. TRANSITION PERIOD. Midshipmen will be held accountable to parent companies until following graduation on 30 May 2012 even if already participating in a Summer Program or Summer School. Midshipmen participating in Summer Programs will not be allowed to move into NASP spaces until NASP has completed room turnover with the respective companies, but no earlier than 1200, 30 May 2012.

CHECK-IN TO NASP ON 30 MAY IS MANDATORY FOR ANYONE ASSIGNED TO BLOCK ONE SUMMER SCHOOL, DELAYED GRADUATES, MIDSHIPMEN ON RESTRICTION, OR THOSE DESIGNATED AS HAVING WATCHES AND ARE REQUIRED TO STAY IN BANCROFT HALL.

102. PERSONAL ITEMS. Midshipmen may only bring those personal items necessary to accomplish Summer Training objectives. Midshipmen reporting to NASP must bring personal linen. Refer to Appendix 1-1 for a list of authorized and unauthorized items.

103. CHECKING-IN

1. All NASP personnel residing in Bancroft Hall will take personal responsibility for their assigned room and will sign for their room using a NASP check-in/check-out sheet (Appendix 1-2). Additionally, each member will sign a Page 13 (Appendix 1-3) acknowledging that they understand NASP rules and regulations. Prior to checking-in, Midshipmen will inspect their assigned room and document any discrepancies noted on the room check-in sheets. Midshipmen incur financial responsibility for their assigned room after they complete the initial inspection and turn in their check-in sheet. Those personnel who require temporary berthing (less than two nights) will be assigned a cot and berthed in an occupied room.

a. Check-in Procedures. All Midshipmen residing in Bancroft Hall as part of NASP will check-in at the NASP duty office. Midshipman will receive a check-in sheet, room assignment and a summer company (i.e., Transient, Summer School Zulu). All NASP Midshipmen must complete a room inspection and return the check-in sheet to the NASP duty office to complete the check-in. When a large transition is expected, such as block turnovers, NASP will establish multiple check-in/check-out stations to facilitate increase throughput and minimize delays. In this case, directions on where to report will be available on 8-0. NASP check-in time will normally be from 0800-1600 on weekdays. Midshipman unable to check in during this time period due to travel constraints may contact the NASP Duty Officer via Main Office for billeting.

b. On 30 May 2012, Midshipmen may only check-in to NASP during designated times to be published.

104. BERTHING LOCATIONS. Program berthing locations will be published.

105. CHECKING-OUT

1. Prior to check-out, Midshipmen will complete and turn in a check-out form (Appendix 1-2) to the NASP duty office. The cognizant NASP Officer or SEL will

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inspect the room and the responsible Midshipman will pay for all material discrepancies prior to finalizing the check-out. Program LNOs and cognizant senior Midshipmen should plan ahead and coordinate with NASP staff to ensure this requirement does not affect cruise departure times.

2. No personal items shall remain in Bancroft Hall after check-out, with the exception of YP and OSTS Midshipmen while on their extended at-sea periods. OSTS Midshipmen shall check out of Bancroft Hall no later than 0800 the morning of their extended underway periods; however, due to space limitations, the OSTS participants may consolidate their personal items in a single storage area approved by the Sailing LNO.

3. A Midshipman who fails to check out properly will be charged with "failure to perform a duty" in the Conduct system and may be recalled from leave.

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NASP 2012 AUTHORIZED ITEMS

1 COMPUTER
 1 AUTHORIZED BOOK BAG WITH APPROPRIATE SCHOOL SUPPLIES
 3 SETS OF KHAKIS
 3 SETS OF SUMMER WHITES
 1 SET OF NAVY WORKING UNIFORM (NWU)
 1 SERVICE DRESS WHITES (CHOKERS) - need to be stored on the Yard (i.e.,
 Basement lockers)
 1 WHITE BELT (WITH BUCKLE)
 1 KHAKI BELT (WITH BUCKLE)
 1 COMBINATION COVER
 1 KHAKI GARRISON COVER WITH DEVICE
 1 EIGHT POINT NWU CAP
 1 SET OF COLLAR DEVICES FOR KHAKIS
 1 SET OF SHOULDER BOARDS FOR WHITES
 1 SET OF RIBBONS
 2 NAME TAGS
 2 PAIRS OF BLACK DRESS SHOES
 1 PAIR OF WHITE DRESS SHOES
 1 PAIR OF BLACK 9" LEATHER BOOTS
 1 SHOE SHINE KIT
 1 PAIR OF BLOUSING STRAPS
 7 PAIRS OF BLACK SOCKS
 3 PAIRS OF WHITE DRESS SOCKS
 7 WHITE V-NECK TEE SHIRTS
 7 WHITE UNDERSHORTS / UNDERWEAR
 6 COTTON BLUE CREWNECK UNDERSHIRTS
 5 BRAS (2 SPORTS) - Females only
 1 BLACK RAIN COAT WITH SHOULDER DEVICES
 1 EISENHOWER JACKET
 1 WATCH BELT (2/C - 3/C)
 5 BLUE RIM TEE SHIRTS
 3 USNA MESH SHORTS
 1 ISSUE BATHING SUIT
 1 BLUE AND GOLD JOGGING SUIT
 1 PAIR OF RUNNING SHOES
 6 PAIR OF WHITE ATHLETIC SOCKS
 BEDDING - 1 BLUE MAGNET/2 PILLOW CASES/2 SETS OF SHEETS
 2 TOWELS, SHOWER SHOES, TOILETRIES
 2 LAUNDRY BAGS AND PINS
 1 PADLOCK
 1 FAN (OPTIONAL)
 1 DESK LAMP (OPTIONAL)
 1 REFRIGERATOR (ONLY for Midshipmen residing in Bancroft Hall for an entire
 training block and with approved special request chit)

UNAUTHORIZED ITEMS**(This list is not all inclusive)**

PLANTS
 POSTERS
 WINTER UNIFORMS

NASP CHECK-IN

To be filled out by the Midshipman:

1. Name / Alpha: _____
2. Date: _____
3. Anticipated check-out date: _____
4. Program assigned (circle one):

Restricttee		Internship
OSTS	VOST	Sailing Detail
Cruise	YP	PROTRAMID
Weapons detail		
Summer School		
Voluntary		
5. Academic status (circle one): SAT UNSAT*
6. Cell phone number: _____

To be filled out by AOOW-NASP:

1. Assigned company: _____
2. Assigned room: _____
3. Issued a cot: Yes / No
4. PE probation: Yes / No Weekend Eligible: Yes / No
5. Checked into database: _____ (initial)

To be filled out by Midshipman and returned to the AOOW on the day of check-in:

1. I have been briefed on NASP policies for room standards, liberty rules and times, required formations, watch standing expectations, PE testing times and responsible use of alcohol.
_____ (initial)
2. I have reviewed the condition of my assigned room and note the following discrepancies:

(Signature of Midshipman)

* As defined in chapter 5 of this instruction

NASP CHECK-OUT

To be filled out by the Midshipman:

1. Name / Alpha: _____
2. NASP Company: _____
3. Assigned room: _____
4. Academic Year Company: _____

To be filled in by NASP staff (SEL, CO, or ENS):

1. Room inspected by NASP staff: _____ (print name & initial)
2. Room deficiencies new since check-in sheet

3. Room deficiencies paid: _____ (initial)
4. Cot collected: Yes / No / Not applicable
5. Annotated as "Checked out" in database: _____ (initial)

ADMINISTRATIVE REMARKS

Ship or Station:

Naval Academy Summer Programs (NASP), United States Naval Academy, Annapolis, MD

Subject: 2012 NASP REGULATIONS TRAINING AND UNDERSTANDING

(DATE) : I have been briefed on the rules and regulations for the Naval Academy Summer Programs. I understand that any violation of NASP rules or policies in COMDTMIDNNOTE 1500 will result in administrative action. Furthermore, I acknowledge that I have read and understand the policies as set forth in COMDTMIDNNOTE 1500 and will comply with their spirit and intent.

I understand that I will pay for any damage to the room in which I am assigned or any spaces in Bancroft Hall that are a result of my own negligence or misconduct prior to departing Bancroft Hall for assigned duties outside of Annapolis or on leave. Damage is defined as, but not limited to, destruction of room furniture, tampering with the room thermostat, or breaking installed cabinetry.

I will ensure that all my actions are guided by the set forth instructions.

Signature of Member

Witnessed by:

Signature of Ac Year CO or SEL

Printed Name of Ac Year CO or SEL

NAME (LAST, FIRST MIDDLE)	ALPHA	BRANCH/CLASS

CHAPTER TWO

DAILY ROUTINE, FORMATIONS, AND ACCOUNTABILITY

201. DAILY ROUTINE. All NASP Midshipmen are responsible for carrying out the Plan of the Day as promulgated. Deviations from any academic and/or military evolution are not authorized unless approved by the NASP OIC or his designated representative.

202. NASP KEY EVENTS

	MON-THURS	FRI	SAT	SUN
Reveille	0630	0630	0630	----
Quarters Formation	0700 ¹	0700 ¹	0700 ²	----
Breakfast	0630-0800	0630-0800	0630-0800	0900-1300
Lunch	1130-1300	1130-1300	1130-1300	0900-1300
Evening Muster ³	1700 ⁴	1600 ⁵	----	1800
Evening Meal	1700-1830	1700-1830	1700-1830	1700-1830
Taps	2400	2400	2400	2400

Note 1: All Midshipmen must attend and be prepared for inspection.

Note 2: All duty section, Midshipmen with scheduled Saturday classes, and Weekend liberty ineligible Midshipmen must attend.

Note 3: Afternoon musters for all programs other than Summer School are required prior to departing on liberty as determined by the program LNO.

Note 4: All Summer School Midshipmen must attend.

Note 5: Weekend ineligible Midshipmen or Midshipmen with Saturday Classes next day.

203. NASP REMEDIAL PE SCHEDULE. Midshipmen deficient in Swimming or PRT are required to attend remedial training. Remedial training will normally follow the following schedule but may be modified by the PE Department with coordination with the PE LNO.

31 May-30 June:

PRT Remedials -MIDN will muster at 0550 Monday-Friday at Ingram Track.
Swim Remedials - MIDN will muster 0600 Mon, Wed, Thurs at Scott Pool.

01 July - Reform:

PRT Remedials - MIDN will muster at 0600 Monday-Friday at Ingram Track.
Swim Remedials -MIDN will muster at 0600 Mon, Wed, Thurs at Scott Pool.

204. REVEILLE. Reveille will be conducted according to reference (a), paragraph 1.2 for all personnel assigned to Summer Programs.

205. FORMATIONS

1. All programs assigned to NASP shall conduct a mandatory 0700 formation in Bancroft Hall. Excusals are only authorized by the LNO or SEL in their absence. This formation will ensure all pertinent information from the NASP chain of command is relayed directly to the midshipmen.
2. Academic instructors will take muster in the classrooms and will report UAs to the NASP Summer School Officer.
3. Cruise Groups OICs will establish a muster time and location following the 0700 NASP formation unless otherwise cleared with the NASP OPS.

206. MEDICAL TREATMENT

1. Midshipmen unable to comply with the daily routine due to illness or injury will obtain an excusal or sick-in-room chit from Brigade Medical. This chit is not valid until signed by a NASP Officer/SEL and Program OIC. Under no circumstances will a Midshipman retire to his/her room without informing the chain-of-command.
2. Brigade Medical Hours
 - a. June

0730-1530 (No Saturday/Sunday clinic)
After hours, call the Medical Duty Officer at 410-293-2273.
 - b. 28 June - 16 August (Reform)

0630 - 1800 Monday - Friday
0700 - 0900 Saturday/Sunday
3. Town liberty will not be authorized if Blue and Gold jogging suits are prescribed as a uniform for medical reasons.
4. All accidents, injuries, or serious illness shall be reported to the NASP Duty Office ASAP, ideally by the Midshipmen involved.
5. Elective or non-emergency treatment will NOT be scheduled during class time. All elective surgery requires NASP OIC approval.

CHAPTER THREE

MIDSHIPMEN ROOMS AND ASSOCIATED AREAS

301. ROOM STANDARDS. Midshipmen will maintain rooms in Class Bravo condition at all times. Additional regulations are as follows:

1. NASP staff will inspect rooms on a daily basis. The first failure will result in extra duty that must be completed prior to checking out from NASP. The second failure will result in Conduct action for failure to prepare for an inspection.
2. Midshipmen will reside only in their assigned rooms. Personnel who are found residing in a room not assigned to them by the NASP staff will be subject to conduct action.
3. When members of opposite sex are present in a Midshipmen room, the door will be opened at a 90-degree angle and lights will be on.
4. Midshipmen shall remain in assigned summer company area from 2400 until 0600 daily unless on authorized weekend liberty or on leave.
5. Midshipmen are not authorized in other Midshipmen's rooms after TAPS.
6. Residents will ensure all food in rooms is sealed in plastic, airtight containers.

302. ROOM IDENTIFICATION. Identification information (name, age, alpha code, NASP designation/program, etc.) for each person residing in NASP rooms will be posted on doors. Identification information sheets will be provided by the NASP office during check-in. Residents are required to remove all tape residue as part of their check-out cleaning.

303. COMPANY WARDROOMS. Company wardrooms are the property of Academic-Year companies. NASP personnel are not authorized to use company wardrooms or their facilities.

304. NON-NASP MIDSHIPMEN, VISITORS, GUESTS. Midshipmen not assigned to NASP are not authorized to bunk in NASP spaces, including unoccupied rooms. No guest or visitor is allowed to berth in any room without prior approval from the NASP OIC.

305. UNLISTED CATEGORIES. Throughout the summer, numerous other groups will be berthed in Bancroft Hall. Short-term transients may be berthed on cots throughout NASP spaces as requirements dictate. Non-USNA personnel cannot be berthed without prior approval from the NASP OIC.

306. HEALTH AND WELFARE INSPECTIONS. In accordance with reference (b), the Deputy Commandant will randomly select areas within the NASP area of responsibility to be inspected.

CHAPTER FOUR

UNIFORM STANDARDS

401. UNIFORM REQUIREMENTS

1. Each of the Summer Training programs has distinct uniform requirements; however, the requirements of Midshipmen Uniform Regulations shall apply at all times. All personnel shall wear their ID card on the outside of their uniform while in Bancroft Hall, per Academic Year standards. Specific uniform requirements by program are:

- a. Summer School: Service Khaki with garrison cap.
- b. YP: Navy Working Uniform (NWU).
- c. PROTRAMID/ACTRAMID: To be promulgated by Officer Accessions.
- d. NASS: Summer Whites or Service Khaki. NASS Midshipmen shall be readily identifiable by their blue and gold name tags.
- e. OSTSVOST/Sailing Detail: Sailing attire (blue rims or polo shirts as prescribed/khaki shorts/boat shoes/ball cap).
- f. Bowman Scholars: Midshipmen will coordinate uniform requirements with their internship sponsor and the NASP XO.

2. Midshipmen shall wear the working uniform or the Uniform of the Day when conducting business in the NASP Office.

3. Midshipmen involved in summer internship programs who are required to wear civilian clothes on the job will be authorized civilian attire between Bancroft Hall and their internship. Personnel assigned to internships at USNA will wear Service Khaki.

4. All Midshipmen assigned to Summer School shall have their Service Dress White uniform available on the Yard for special functions.

402. MEALS. The uniform for weekday meals is Service Khaki, NWU, or Summer Whites. Midshipmen shall wear Summer Whites for all meals from Friday noon through Sunday evening. Only personnel assigned to OSTSVOST are authorized to wear sailing attire to meals.

403. LIBERTY UNIFORMS

1. The uniform for town liberty during the working week is Summer Whites. Civilian attire is **not authorized during weekday liberty for any class**.

2. Midshipmen on weekend liberty are authorized the following:

- a. First Class - Summer Whites or appropriate civilian attire
- b. Second Class - Summer Whites or appropriate civilian attire

c. Third Class - Summer Whites

3. Sailing uniforms are not authorized for Yard, Town, or Weekend Liberty. Sailing uniforms will only be worn for transit from Bancroft Hall to Santee Basin and back.

4. Blue and Gold jogging suits are not authorized for wear off the Yard. This also applies to individual transiting to liberty at a sponsor's house.

5. Civilian attire shall never be worn in those portions of Bancroft Hall being used by the Fourth Class Regiment and NASS. Entry into 1st, 2nd, 3rd, 4th, 5th or 6th Wings is strictly prohibited, unless specifically approved by the NASP OIC/XO, per paragraph 802.

CHAPTER FIVE

LIBERTY AND LEAVE POLICY

501. GENERAL

1. Leave and liberty is a privilege. Approval is contingent on a Midshipman's ability to meet standards of conduct as well as academic and military performance. **Midshipmen who do not meet the standards will not be afforded leave/liberty.**

2. Academically UNSAT Midshipmen will not have liberty during the first week of summer school. Their liberty status will be reviewed based on their performance after the first week.

3. All personnel shall be present at Taps unless authorized an overnight or weekend. Approval authority for overnight or weekend liberty lies with the first O-3 in the NASP Chain of Command and shall be coordinated with the cognizant LNO assigned to the respective summer program. OICs of these programs shall forward weekend liberty requests NLT 1600 on Thursday of the weekend of the request. Overnight requests shall be submitted NLT 0900 on the day prior to the requested overnight period. All liberty special requests shall include accurate recall information. It is the individual Midshipman's responsibility to verify he/she is approved before departing on liberty. Overnight/Weekend lists will be maintained at the NASP duty office and be posted NLT 1200 on Friday. Midshipmen on PE probation or have an interim D/F in their Summer School class will not be approved for overnight liberty.

4. On a case-by-case basis, special requests for extended leave or liberty may require Academic Instructor, Academic Dean, and NASP OIC approval.

5. PE deficient, loss of leave, and restricted Midshipmen are not authorized weekends.

6. Liberty is only authorized at the discretion of the NASP Liaison Officers (i.e. Summer School Officer/LCPO, Transient Officer, etc.) after Midshipmen complete military obligations. To ensure proper accountability is maintained by the NASP Office, OICs shall not grant liberty for their respective program unless authorized and coordinated by their NASP LNO. Liberty will not normally commence until after the 1700 daily formation.

502. EXCEPTIONS TO MIDREGS

1. Normal working hours: Monday through Thursday, 0700 - 1700.
Friday, 0700-1600.

2. Last Military Obligation: Last class or military evolution (as determined by the cognizant program LNO, Program OIC, CDO, or other competent authority.

3. Weekend Eligibility: In addition to requirements listed in reference (a), Midshipmen are required to maintain a 2.0 summer GPA. A weekly grade report during summer school below 2.0 results in weekend ineligibility.

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4. Yard Liberty: Yard liberty does not include the Officer & Faculty Club. Town liberty must be authorized to patronize this facility. Yard liberty may include the First Class Club for 1/C Midshipmen, if open.

503. NORMAL LEAVE. Midshipmen completing their Summer School programs may depart on leave only after they complete: (1) their last class or military obligation, (2) a "room sat" inspection, and (3) check-out approved by the NASP AOW. All Bancroft Hall deficiencies for which an occupant has been deemed financially responsible must be paid in full before a midshipman may depart on leave. Midshipmen will update their leave address and recall information in MIDS before departing on leave.

504. EMERGENCY/SPECIAL LEAVE. Emergency/special leave requests should be submitted to the NASP OIC (or the Bancroft Hall OOW after working hours) for approval. Academic Year criteria remain in effect. Remember, each day of Summer School equals approximately four normal class days. Midshipmen should make every effort to minimize time away from classes when requesting emergency leave.

505. LIBERTY TIMES

1. Midshipmen not in the duty section will be granted liberty as defined below. All NASP Midshipmen will be in four section duty (all classes). Adjustments to the liberty and overnight policies will be made during three-day weekends, the specifics of which will be promulgated by the NASP OIC prior to the holiday.

2. Weekend liberty eligible Midshipmen:

a. Town Liberty:

- (1) Monday - Thursday: LMO - 2200
- (2) Friday (no classes Saturday): 1600- 2400
- (3) Saturday - LMO until 2400
- (4) Sunday - 0800 until 1800

b. Weekends: Friday LMO until Sunday 1800 (Summer school Midshipmen with Saturday classes: Saturday LMO until Sunday 1800)

3. Weekend liberty ineligible

a. Town Liberty:

- (1) Friday - none
- (2) Saturday - 0730 until 2400
- (3) Sunday - 0800 until 1800

b. Weekends: None

4. All other programs

a. Liberty will be granted by the cognizant NASP LNO assigned to the respective program following a mandatory liberty formation. This will not normally be done before 1700 (Monday - Sunday).

b. Overnight/weekends. Overnight or weekend liberty may be approved by the first O-3 in the NASP Chain of Command and coordinated by the respective NASP LNO and program OIC. Approval is contingent on weekend eligibility and the program training schedule.

CHAPTER SIX

CONDUCT SYSTEM

601. DEMERITS. Any demerits accumulated during the summer will count against an individual's grade for the first semester of the 2012-2013 Academic Year. All grades for Conduct will account for next academic semester starting on 29 May 2012. A copy of the Administrative Conduct System Manual will be available in the NASP office and the USNA webpage for reference by Midshipmen.

602. PENDING ADJUDICATION AFTER GRADUATION. Midshipmen with pending Conduct cases following Graduation shall remain at USNA until their case is adjudicated, unless granted permission by the Commandant/Deputy Commandant. Midshipmen with unserved restriction at Graduation shall remain at USNA until their restriction is completed or until their Summer Training begins. All restriction days will be served prior to taking leave unless specifically waived by the NASP OIC and the Deputy Commandant. Any Midshipmen referred to the ADEO for SARP screening (command or incident referral) will remain at USNA until SARP screening and/or required treatment is complete unless waived by the Commandant/Deputy Commandant.

603. SUMMER CONDUCT OFFENSES

1. The Summer Training status will be immediately reviewed for any Midshipmen who commits a Conduct offense while on Summer Training. The authority to terminate an accused Midshipman's Summer Training resides solely with the Commandant/Deputy Commandant. If they terminate an accused Midshipmen's Summer Training, the individual shall immediately report to USNA and check-in at the NASP Office.

2. NASP Staff will have the same adjudicating authority and responsibilities as their Academic Year counterparts. The NASP OIC and XO have the adjudicating authority of an Academic Year Battalion Officer. The NASP OPS and Summer School Officer have the adjudicating authority of an Academic Year Company Officer.

3. The NASP Operations Officer will administer the Conduct System in coordination with the Commandant's Staff Conduct Officer.

604. MISCONDUCT INVESTIGATIONS AND ADJUDICATIONS

1. All misconduct violations will be processed in accordance with reference (d).

2. MAJOR misconduct violations will be adjudicated every Wednesday and Friday's at 1600. The Midshipman's academic year Chain of Command will be notified no less than 24-hrs in advance of any adjudication.

605. RESTRICTION

1. Restriction will be in accordance with the policies outlined in the Administrative Conduct System Manual. The NASP Operations Officer will administer restriction forms and restriction orders per the Administrative Conduct System Manual. Restriction musters will be conducted with the Bancroft

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Hall OOW to maintain consistency with the Academic Year operations. Musters will be at the times set forth in reference (c), chapter 2.

2. Midshipmen with remaining restriction shall return directly to USNA after training cruises, movement orders, or other authorized absences are completed in order to resume their restriction. Midshipmen will check in with Main Office and the NASP CDO to resume their disciplinary status. No restriction will be served during training, only during Summer School or an open block that does not involve training.

CHAPTER SEVEN

WATCH ORGANIZATION

701. GENERAL

1. At the end of the Academic Year, the Bancroft Hall watch organization will be modified to support the needs of the Naval Academy, while allowing for the limited number of Midshipmen available to stand watch. Specific requirements are outlined in reference (c).
2. Watch turnover will occur at 1200 on 30 May 2012. After turnover, NASP, Plebe Summer, and the Bancroft Hall Senior Watch Officer are responsible for the Bancroft Hall Watch Organization until Brigade Reform. For the intent of this instruction, NASS (Naval Academy Summer Seminar) detail will be included as part of the NASP duty personnel.
3. Academic Year watch standers will pipe down on 30 May 2012 and re-assume watch responsibilities during Reform in accordance with the Brigade Adjutant's transition plan.
4. NASP will maintain a 24 hour per day Duty Officer, which will be comprised of at least 1 TAD ENSIGN/2nd LT. The TAD Ensign/2nd LT will coordinate all NASP issues and accountability with the Bancroft Hall Officer of the Watch, as delineated in reference (c).

CHAPTER EIGHT

GENERAL INFORMATION

801. SPECIAL REQUEST APPROVAL AUTHORITY

1. Midshipmen may submit special requests to the appropriate approval authority via the chain of command.
2. Designated NASP personnel may approve request liberty chits that will not interfere with scheduled class times. Special request chits must be submitted at least two working days in advance, except in an emergency. The following chits must be forwarded to the NASP OIC:
 - a. All disapproved chits.
 - b. Any involving leave.
 - c. Any involving extended liberty for mandatory Summer School or academically deficient Summer School attendees.
 - d. Any involving missed class time for Summer School or military obligations for other NASP personnel.
3. For Summer School personnel, special request chits must also be routed via applicable professors. In general, routine requests for personnel with course grades below a "B" will not be granted.

802. PROHIBITION OF INTERACTION WITH FOURTH CLASS REGIMENT. Personnel attached to NASP will remain clear of those portions of Bancroft Hall being used by the Fourth Class Regiment. Basement entrances to service facilities shall be used. No contact, verbal or otherwise, is authorized with members of the Fourth Class. NASP personnel shall not observe Fourth Class meal formations and they shall avoid the area in King Hall used by the Fourth Class Regiment. Non-detail Midshipmen are prohibited from visiting Fourth Class Regiment areas. Fourth Class Midshipmen will not enter the NASP area unless escorted by a First Class assigned to Plebe Detail. The upper classes will be visible to the Fourth Class Regiment on the Yard. Midshipmen, as representatives of the Brigade, will display and conduct themselves professionally at all times in order to set the example for the incoming class.

803. PROHIBITION OF INTERACTION WITH SUMMER SEMINAR STUDENTS AND NAAA SUMMER CAMPS. Midshipmen not associated with NASS Detail or with NAAA Summer Camps and will remain clear of those portions of Bancroft Hall being used by these programs. No contact, verbal or otherwise, is authorized with Summer Seminar students or NAAA Summer Campers.

804. RESIGNATIONS AND SEPARATIONS. Process all resignations through the NASP OIC. Midshipmen who submit resignation letters will still be governed by NASP regulations until they are signed out on separation leave.

805. TRANSIENT PERSONNEL. A transient, by definition, is a Midshipman assigned to NASP who is NOT residing in Bancroft Hall for longer than 3 days.

A transient is defined as, but is not limited to, those Midshipmen awaiting the next Summer Cruise block, on leave (NAAA camp counselor), restricted, loss of leave status, delayed graduate, separation pending, or internship, to include the seminar phase of an overseas internship. Midshipmen participating in Summer School or a summer training program that predominantly operates from the Naval Academy grounds will fall under the corresponding NASP Officer responsible for that program. While in a transient status, all Midshipmen must conform to the routine of the day unless the NASP OIC specifically grants written permission to the contrary. All Midshipmen with pending Honor or Conduct actions or who are in a "separation pending" status will be berthed by NASP. Transient personnel may be assigned to work details and watches.

806. VEHICLES. NASP will enforce the standard Midshipmen parking and motor-vehicle regulations throughout the summer.

807. PHYSICAL EDUCATION DEFICIENCIES. As part of the NAPS check-in process, each Midshipman must check-in with their Summer Program Company Officer to determine if PE deficiencies exist. Deficient Midshipmen must report to the Marking Officer immediately to arrange testing. Exceptions to this requirement will only be made for those individuals who have a valid medical excuse chit.

808. COMPUTER STORAGE

1. Midshipmen who require computers for Summer School or NASS Detail should not store it with their parent company. NASP will have very limited storage spaces, therefore all Midshipmen assigned to Summer School or NASS are highly encouraged to find storage for their computers outside of Bancroft Hall or to take advantage of storage provided by the Bancroft Hall 1STLT.

2. All computers stored must be boxed, taped shut, and clearly marked on all sides as follows:

NAME
ALPHA
SUMMER COMPANY
EQUIPMENT SERIAL NUMBER

809. DELAYED GRADUATES

1. Each delayed graduate will provide the NASP XO a detailed plan for the summer before 25 May 2012. These plans must be approved by the Midshipman's Academic Year Company and Battalion Officers. The plan will include the following elements:

- a. Reason graduation delayed.
- b. Anticipated graduation date.
- c. Requirements to graduate, including a copy of any applicable Letters of Instruction or Remediation.
- d. A timeline for meeting paragraph 809.1c requirements.

e. Detailed plans for meeting the requirements, including items such as scheduled meeting with remediators or instructors, academic schedule, community service plan for remediation, etc.

f. Name and contact information for any officers assigned to assist remediation.

g. Requested leave dates. Not more than three weeks of leave will be granted during the summer for any delayed graduate, regardless of planned graduation date. In some cases, less may be afforded to ensure the individual meets graduation requirements in a timely manner. For August graduates, leave must support completing all graduation requirements at least 10 working days prior to graduation. All August graduates will return from leave no later than 10 working days prior to the 17 August 2012 delayed graduation ceremony. All delayed graduation leave requires either NASP XO or OIC approval.

2. Company and Battalion Officers will ensure these plans provide sufficient detail so that NASP staff can adequately monitor and guide these Midshipmen.

810. MIDSHIPMEN MEDICALLY EXCUSED FROM PROFESSIONAL TRAINING

1. When a Midshipman must be excused from professional training because of a medical condition, Summer Training will endeavor to assign the Midshipmen to alternate training or an internship that is compatible with the medical condition.

2. Midshipmen who must remain at the Naval Academy for physical therapy will be assigned to a division at the Naval Academy. Their assignment would preferably be to assist in a professional or character development program.

3. Medically excused Midshipmen normally will be afforded one block of leave compatible with their medical condition. In some cases, where medical rehabilitation is extensive and prohibits participation in a normal work environment, extended convalescent leave may be authorized by the NASP OIC.