



DEPARTMENT OF THE NAVY
OFFICE OF THE SUPERINTENDENT
UNITED STATES NAVAL ACADEMY
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ANNAPOLIS, MARYLAND 21402-5000

5400
29-133

DEC 13 2006

Physical Mission Review Decision Directive Serial 006

From: Superintendent

Subj: ATHLETIC FACILITIES ORGANIZATION AND TASKING

Ref: (a) Superintendent's memo 5420 28-152 dtd 22 Sep 05, Subj: Physical Mission Review
(b) Superintendent's memo 5400 29-130 dtd 25 Oct 06, Subj: Athletic Organization
Realignment

Encl: (1) United States Naval Academy Athletic Facilities
(2) Physical Mission Facilities Organization
(3) United States Naval Academy Facilities Sample Operations Manual Table of
Contents

1. Purpose. The purpose of this memorandum is to direct specific organizational realignments and to implement new administrative procedures to ensure that oversight, maintenance, staffing, and resources of the Naval Academy's athletic facilities most effectively support the mission of the United States Naval Academy.

2. Background. Reference (a) directed a yearlong review of the entire physical mission of the Academy. One of the ten focus areas addressed by the internal committees was to develop a plan to provide and administer the indoor and outdoor athletic facilities and venues required to fully support the physical mission.

Reference (b) directed a realignment of functions to ensure a more effective accomplishment of the United States Naval Academy mission. This realignment included the creation of a new position, Director of Athletic Facilities. Per paragraph 4(b) of reference (b),

"A new position of "Director of Athletic Facilities" is created with responsibilities for all athletic fields, buildings, pools, courts, and sports-associated facilities at the Naval Academy. All building First Lieutenants and External Zone officials in charge will report to the Director of Athletic Facilities...The Director of Athletic Facilities reports to the Director of Athletics and works closely with the Public Works officer and Deputy Superintendent/Chief of Staff."

This memo will direct a more detailed organizational structure under the newly-created position of Director of Athletic Facilities, and will provide instruction for creating and maintaining an operation manual for each athletic facility on the Naval Academy. It is the sixth memo resulting from the Physical Mission Review, and directs actions as a result of the athletic facilities review.

3. Discussion. The United States Naval Academy provides its midshipmen with some of the most comprehensive collegiate athletic facilities in the nation. See enclosure (1). These facilities, including the recently-renovated Navy Marine Corps Memorial Stadium, the new Brigade Sports Complex and the new Wesley Brown Field House, are utilized regularly by midshipmen to meet the Naval Academy's goal "to inculcate physical excellence in our midshipmen through diverse, competitive athletics, challenging physical education programs, and continuous personal conditioning."

The Physical Mission Review revealed that facilities management administration is not organized at this time in such a manner as to best operate and maintain the existing facilities, let alone the new buildings and fields, which have and will come on line. Currently, multiple entities have responsibility for these facilities, including the Naval Academy Athletic Association, building First Lieutenants, Public Works, Academy Facilities Management, and a number of outsourced agencies. Uncertainties exist as to who is responsible and accountable for the maintenance, care, refurbishment, budgeting, safety, and use policies for each athletic facility, leading to damaged facilities and equipment, difficulty with scheduling, and improper set up and recovery for specific events. A realigned organizational structure, as well as the establishment of a written operations manual for each athletic facility, will help to ensure clearer reporting lines and proper care and maintenance of the facilities.

4. Implementation. The following procedures are directed:

a. Reporting to the Director of Athletic Facilities will be two newly-created positions, an "Associate Director of Maintenance," and an "Associate Director of Operations." See organizational chart in enclosure (2).

b. Reporting to the Associate Director of Maintenance will be four positions referred to as "Assistant Directors." These Assistant Directors will provide accountability that is currently missing from the management of facilities. Currently, those assigned to maintain the buildings rotate on a regular basis, resulting in a loss of management consistency. Each Assistant Director will be responsible for the maintenance of multiple clearly-delineated facilities, and will be assigned to the position for a term that allows for more continuity and follow-up on pending tasks.

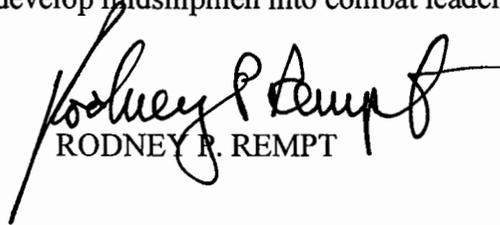
c. Reporting to the Associate Director of Operations will be four First Lieutenants who are responsible for the day-to-day set up and operations of assigned facilities.

d. The Associate Directors of Maintenance and Operations will work closely with the External Zone entities who oversee the facilities in their zones.

e. An "Operations Manual" will be established and maintained for each athletic facility. The manual will be continually updated and referred to by the facility's First Lieutenant and Assistant Director of Maintenance. The First Lieutenant will be responsible for ensuring that upon rotating to his next duty station, the incoming First Lieutenant will have adequately reviewed the manual and is current on its contents and procedures. See enclosure (3).

5. Execution. The Director of Athletics, with the assistance of the Director of Athletic Facilities, is tasked with hiring the necessary personnel to accomplish the realignment of responsibilities, which should follow the general nature of that depicted in the organizational chart, enclosure (2). The new organization will take effect 1 January 2007, and be fully implemented by 1 July 2007. The Director of Athletics is charged with the execution of this realignment, and will brief the Superintendent on its plans and progress no later than 1 April 2007.

6. I ask that all hands cooperate to the maximum extent possible as we realign the management and introduce operations manuals for every physical mission facility on the Naval Academy in order to best accomplish our mission to develop midshipmen into combat leaders of character.


RODNEY R. REMPT

Distribution:
Senior Leadership Team
Division/Department Heads
Division Directors/Department Chairs
Cost Center Head 
CO, NSA
CO, NAPS
SJA
PAO
Officer Personnel
Admin Officer

United States Naval Academy Athletic Facilities

Fields and Courts

- Farragut Field
 - Football Practice Fields
 - Rip Miller Field
 - New Synthetic Field
- Dewey Field
 - Glen Warner Soccer Facility
- Ingram Field
- Forest Sherman Field (Hospital Point)
- Lawrence Field
- 7th and 8th Wing Recreation Tennis Courts
- Varsity Tennis Courts (Behind Ward Hall)
- Bancroft Hall Varsity Squash Courts

Buildings

- Lejeune Hall
 - Varsity Water Polo/Swimming/Diving/Instructional Pool
 - Wrestling Room
- Ricketts Hall
- Halsey Field House
 - Indoor Track
 - Climbing Wall
 - Basketball Practice Courts
 - “The Bubble” Conditioning Room
 - Weight Room
 - Athletic Trainer Room
 - Squash Recreational Courts
- Wesley Brown Field House (2008)
- Scott Natatorium
 - Water Polo Practice Pool
- Macdonough Hall
 - Recreational Basketball Courts
 - Recreational Racquetball Courts
 - Instructional Pool
 - Class of 1977 Conditioning Room
 - Varsity Volleyball Courts
 - Varsity Gymnastics Practice Area
 - Naval Academy Sports Medicine
- Robert Crown Sailing Center
- Glenn Warner Soccer Facility
- Alumni Hall
 - Varsity Basketball Court / Locker Rooms

- Hubbard Hall (Crew)
- Brigade Sports Complex (2007)

Fitness Centers

- 7th Wing Fitness Center
- Lengyel Sports Conditioning Room
- “The Bubble” Conditioning Room

Stadiums

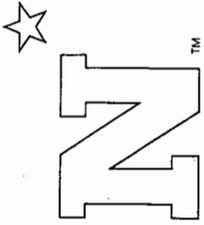
- Navy-Marine Corps Memorial Stadium
- Bishop Stadium (Baseball)

Courses

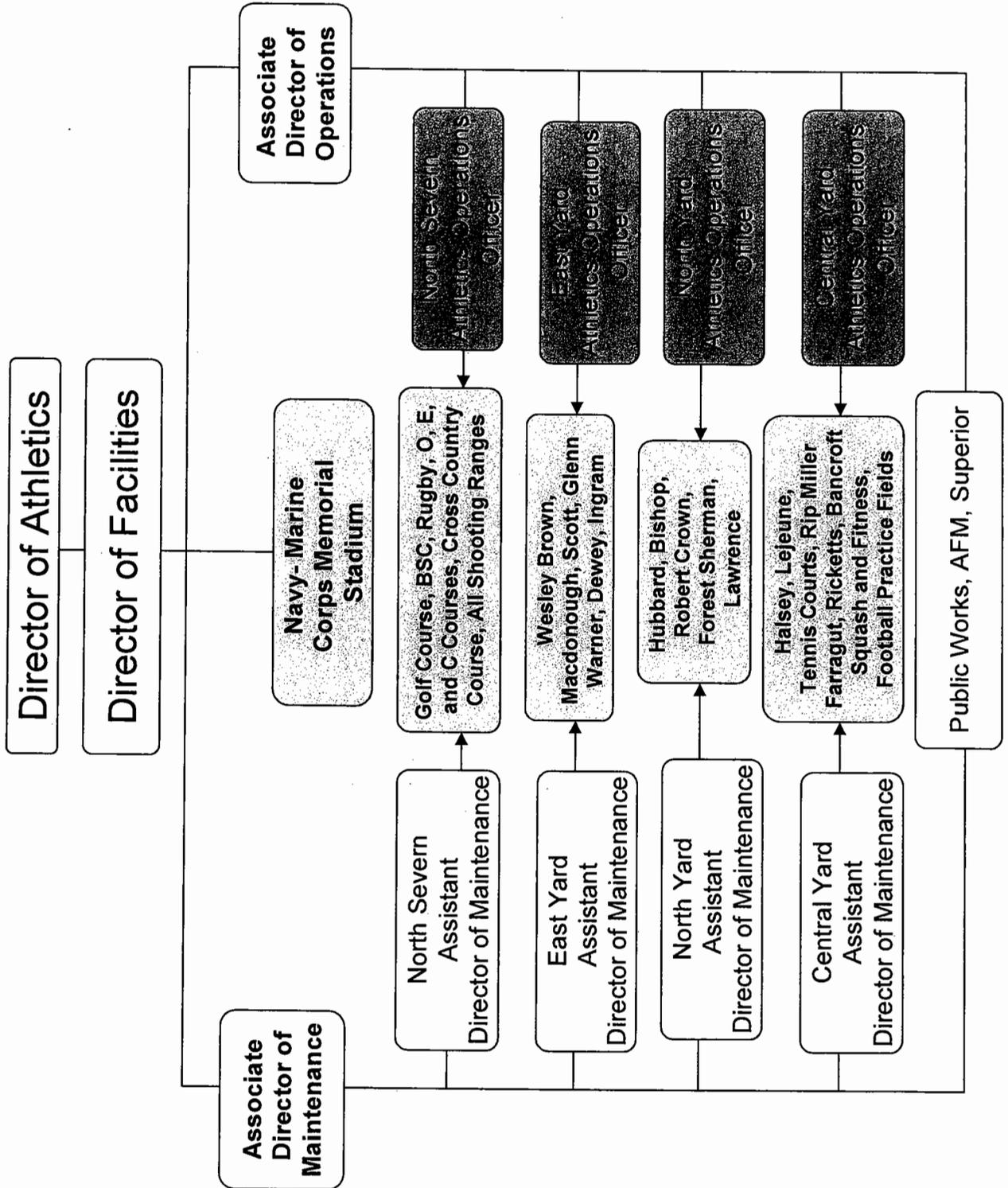
- Confidence Course
- Obstacle Course
- Endurance Course
- Naval Academy Golf Course
- Varsity Cross Country course

Ranges

- Bancroft Hall Rifle Range
- Naval Station
 - Rifle Range
 - Pistol Range
 - Skeet Range



Physical Mission Facilities Organization



United States Naval Academy Physical Mission - Facilities Sample Operations Manual

LEJEUNE HALL

Table of Contents

I. SCOPE

Varsity Sports

Swimming - Men's and Women's, Practice and Competition Diving -
Men's and Women's, Practice and Competition
Wrestling Practice and Competition
Water Polo Practice and Competition

Varsity Championship Events

Associated Activities

Masters Swim
Faculty & Staff Noon Swim
Navy Juniors Swimming
Navy Juniors Wrestling

Club Sports

Triathlon Club Swim

Intramural Sports

Yoga

Extracurricular Activities

Midshipmen Free Swim

PE

Combative Arts
Wrestling
Swim

Hall of Fame and associated activities

Mens' and Women's Locker Rooms – Swim, PE, faculty

Camps

Auxiliary Rain Site for Outdoor PE Classes

II. ADMINISTRATIVE OVERSIGHT

Organizational Chart

Contact Info for all on Organizational Chart -

Director of Athletics
Aquatics Director
1st Lt. – Duty Monitor
Master of Arms

III. STAFFING

Projected Staff
Coaches

IV. SCHEDULES AND PRIORITIES

Which events take priority

V. EVENTS

Set up - Photos

Recovery – Standard set for facility

Cleaning

VI. MAINTENANCE

Facility -

Daily, Annual, Preventative, Standard (Non-event)

Set-Up

Equipment –

Daily, Annual, Preventative, Manufacturers' Instructions
and Contacts

VII. SECURITY SYSTEMS

Types of systems

Daily procedures

Inspections Record

VIII. EMERGENCY PROCEDURES

Fire

Threat

Power

Damage