



DEPARTMENT OF THE NAVY  
UNITED STATES NAVAL ACADEMY  
121 BLAKE ROAD  
ANNAPOLIS MARYLAND 21402-1300

USNAINST 1000.1K  
1/COMDT  
17 Apr 2026

USNA INSTRUCTION 1000.1K

From: Superintendent, U.S. Naval Academy

Subj: THE U.S. NAVAL ACADEMY BAND

Ref: (a) OPNAVINST 5450.346B  
(b) NAVBANDINST 5400.3A  
(c) DoDI 5410.19  
(d) SECNAVINST 5720.44C CH-1  
(e) MILPERSMAN 1306-976  
(f) USNAINST 1050.1B

1. Purpose

a. To issue policy and provide guidance governing the organization, mission, and use of the U.S. Naval Academy (USNA) Band in support of official functions, military outreach, and community engagement.

b. To establish responsibilities and procedures for the tasking, prioritization, and administration of USNA Band support in accordance with references (a) through (f).

2. Cancellation. USNAINST 1000.1J.

3. Scope and Applicability. All personnel assigned to USNA will familiarize themselves with the USNA Band regulations and policies listed in references (a) through (f).

4. Background. Per reference (a), the USNA Band is a field activity of U.S. Navy Music/U.S. Navy Band (USNM/USNB). Operational control and area of responsibility is exercised through the Superintendent. Fleet Band Activities provides detailing, oversight, and technical assistance. Funding (other than required from commands and organizations requesting services) is provided by the Superintendent. The USNA Band is an organizational responsibility of the Commandant of Midshipmen that reports through the Brigade Operations Officer, and operates under the leadership of the Director, USNA Band. Per reference (b), the Director reports concurrently to the Commanding Officer (CO), USNB, Washington, D.C. The Director, USNA Band is assigned to USNA in an additional duty status with the USNA Commandant of Midshipmen as regular reporting senior for fitness report purposes, and with concurrent signature provided by CO, USNB.

5. Discussion. Per reference (b), the USNA Band's mission is to provide musical support for USNA official functions. When available and when not in conflict with local mission, the USNA Band may support other non-USNA military commands, Navy Recruiting, and community outreach events.

6. Policy

a. Use of the USNA Band will be per the provisions of this instruction and references (a) through (f).

b. Official USNA functions take priority over all external support. Canceling external events that result from this prioritization will be vetted at a minimum through the Commandant of Midshipmen while making every effort to provide the sponsor with alternatives for musical support.

c. The USNA Band will participate and perform at national music education conferences/clinics and collegiate music programs in order to foster an enhanced Navy presence as well as to recruit and retain the most qualified musicians and highest caliber citizens. In addition, through the "Call for Scores" outreach initiative and collaboration with composers, the USNA Band will actively pursue the creation of new musical works that forward U.S. Navy and USNA interests and promote our core values and traditions on a national and international stage.

d. The USNA Band will maintain an annual performance schedule which includes appropriately staffed wind ensemble, popular music groups, and chamber ensemble concerts. These performances are conducted in addition to the USNA's primary ceremonial duties and are essential for meeting the Navy's outreach and recruiting mission through community relations and educational programs. Concert personnel will be augmented, when necessary and viable, by drawing first on available military band personnel and subsequently on contracted civilian musicians. Examples of annual performances include:

(1) Annual patriotic community local outreach concerts such as those in recognition of the U.S. Navy's Birthday, Veterans Day, and Independence Day.

(2) Annual Holiday by the Bay concert.

(3) Joint concerts with other U.S. military service academy organizations.

(4) Support of Naval Academy Athletic Association events, USNA Admissions, the execution of outreach initiatives, and aiding in recruiting efforts through public visibility.

e. Per reference (b), the USNB, Washington, D.C. will supplement the USNA Band as needed to fulfill primary mission requirements during periods of critical staffing shortfalls.

f. Additional musical units will be established utilizing current Primary Navy Enlisted Classification capabilities, and USNA mission requirements.

g. Reference (c) authorizes and provides guidance for "special bands," such as the USNA Band, to produce recordings. The USNA Band should pursue the production of recordings, social media presentations and the commissioning of musical works in alignment with Navy priorities.

h. The USNA Band is dedicated to mentoring midshipmen and building their character by modeling effective leadership. This commitment is fulfilled through sustained support and instruction during Midshipmen Musical Activities events to include, but not limited to: Midshipmen Musical, Messiah, Drum and Bugle Corps sectionals, Pipes and Drums, Trident Brass as well through joint performances and rehearsals with midshipmen. USNA Band may participate in official USNA Midshipmen Musical Activities ticketed events in an incidental capacity when the primary focus of their involvement is Midshipmen development and training. USNA Band should make best efforts to coordinate with

Midshipman Musical Activities to ensure that for ticketed events, the participation of the USNA Band is minimized and not advertised.

7. Procedures for Requesting Band Services

a. External organizations desiring the services of the USNA Band should submit requests in writing no less than 90 days before the desired date to: Director, U.S. Naval Academy Band, 101 Calvert Road, Annapolis, MD 21402-5080, or by contacting USNA Band Operations at (410) 293-1264, or via e-mail at [bandops@usna.edu](mailto:bandops@usna.edu) or [usna.edu/USNABand/](http://usna.edu/USNABand/). All approved requests will be confirmed in writing. Requests should contain the type of event (ceremonial, educational outreach, concert, etc.), date, time, and location, possible alternate dates/times, point of contact, and contact information. All civilian requests must be submitted on a DD Form 2536 (Request for Armed Forces Participation in Public Events) which can be found at [usna.edu/USNABand/](http://usna.edu/USNABand/).

b. The USNA Band is not funded for per diem, lodging, and transportation (in most cases), for military and community outreach support through the NCR. Military and civilian sponsors requesting services must provide funding for per diem and lodging and be prepared to provide transportation.

c. Internal USNA musical support requests should be made no later than 30 days before the event by calling USNA Band Operations at (410) 293-1257 or via email to [bandops@usna.edu](mailto:bandops@usna.edu).

8. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the DON Assistant for Administration, Directives and Records Management Division portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact your local record custodian or the USNA Records Manager.

9. Review and Effective Date. The Commandant of Midshipmen will review this instruction annually on the anniversary of the effective date to ensure applicability, currency, and consistency with Federal, DoD, SECNAV, and Navy policy and statutory authority using OPNAV 52 15/40 Review of Instruction.

10. Forms. DD Form 2536 Request for Armed Forces Participation in Public Events can be found on the DoD Forms issuance website at <https://www.whs.mil/directives/forms/> and at [usna.edu/usnaband/](http://usna.edu/usnaband/).



M. J. BORGSCHULTE

**Releasability and Distribution:**

This instruction is cleared for public release and is available electronically only via USNA's Intranet Web site, <https://www.usna.edu/AdminSpport/Inst/>.

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