



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

COMDTMIDNINST1747.2K  
OPS  
23 Mar 2026

COMMANDANT OF MIDSHIPMEN INSTRUCTION 1747.2K

From: Commandant of Midshipmen, U. S. Naval Academy

Subj: OPERATING PROCEDURES FOR NAVY BEATS

Ref: (a) USNAINST 5720.3F  
(b) COMDTMIDNINST 4653.1U  
(c) COMDTMIDNINST 1020.3E

1. Purpose. To promulgate standard operating procedures for NAVY BEATS.
2. Cancellation. COMDTMIDNINST 1747.2J.
3. Information. The following information is provided to set the policies and operating procedures for operation of the mobile entertainment systems maintained by NAVY BEATS.
  - a. NAVY BEATS will provide a mobile entertainment system for all brigade-related events when requested by the Commandant's Operations Officer.
  - b. Setup and operation of the Mobile Entertainment System will be conducted exclusively by those members of NAVY BEATS staff who have been properly trained and qualified.
  - c. Outside of events requested by the Commandant's Operations Officer, NAVY BEATS will charge a fee for events that utilize its equipment. This fee accounts for equipment maintenance and operating costs and shall be deposited into the NAVY BEATS account at Midshipmen Welfare Fund (MWF) within 48 hours of collection.
    - (1) All financial transactions must be approved by the President and Officer Representative.
    - (2) All company-wide events and Activities and Groups supported by NAVY BEATS (tailgates, picnics, etc.) will have a \$100 fee.
    - (3) All Battalion and class-wide evolutions supported by NAVY BEATS (Firstie Club, etc.) will have a \$200 fee.
  - d. NAVY BEATS will operate under the U.S. Naval Academy Public Affairs Office guidelines per reference (a).

#### 4. Event Set-Up and Breakdown

a. Up to eight members of NAVY BEATS may be authorized to miss military and academic obligations if they have gained proper approval from their chain of command and the academic dean (if applicable). A NAVY BEATS representative will submit an Excusal List or Movement Order per reference (b). If more aid is required, the Officer Representative may designate additional members on the Movement Order or Excusal List.

b. The use of elevators by NAVY BEATS members will be allowed only if moving cumbersome equipment.

c. During set-up and breakdown of mobile entertainment equipment in remote locations, NAVY BEATS members are authorized to wear the Blue and Gold Jogging Suit and appropriate PT gear. While operating the public address system during high visibility events, members are authorized to wear the NAVY BEATS polo shirt with khaki pants to include the NAVY BEATS pullover per reference (c).

#### 5. Use of Entertainment Equipment

a. All NAVY BEATS personnel will use the utmost discretion and good taste when representing NAVY BEATS and the USNA. Musical lyrics containing profanity, offensive, racist, or sexist messages are prohibited. Interviews conducted and recorded in the recording booth must be approved by the Event Manager and must be screened before posting.

b. NAVY BEATS personnel will not work on any energized electrical equipment and will follow accepted standards of safety when working with electrical equipment.

c. The NAVY BEATS President is ultimately responsible for accountability of all equipment, recordings, and personnel. Additionally, all NAVY BEATS members with access to NAVY BEATS spaces are accountable for all items while occupying that space. Members will be held responsible for damaged equipment. If user error due to negligence is determined, further consequences may be taken at the discretion of the President and Officer Representative.

#### 6. 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.

7. Review and Effective Date. Per OPNAVINST 5215.17A, the Operations Department will review this instruction annually on the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction.



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Acting

Releasability and distribution: This instruction is cleared for public release and is available electronically via the USNA Commandant Web Page, <https://www.usna.edu/Commandant/comdinst.php>