



DEPARTMENT OF THE NAVY

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

COMDTMIDNINST 5100.1B CH-1
ADEO
5 Nov 13

COMMANDANT OF MIDSHIPMAN INSTRUCTION 5100.1B CHANGE TRANSMITTAL 1

Subj: BRIGADE SHIPMATE DESIGNATED DRIVER INITIATIVE

Encl: (1) Revised enclosure (2)
(2) Revised enclosure (3)

1. Purpose. To publish change 1 to the basic instruction.

2. Action

a. Remove enclosure (2) of the basic instruction and replace with enclosure (1).

b. Remove enclosure (3) of the basic instruction and replace with enclosure (2).

A handwritten signature in black ink, appearing to read "R. L. Shea", is positioned above the typed name.

R. L. SHEA
By direction

Distribution:
Non-Mids (Electronically)

OVERVIEW OF OPERATIONS

Shipmate is an intricate and complex operation and requires an understanding of the various operations and training in order to be fully successfully executed. The following is a brief list of general information to better understand and implement the program:

Shipmate operates every Friday and Saturday. If there is a three-day weekend, Shipmate will also operate Sunday evening.

Shipmate operates from 2100 to 0300.

Shipmate does not operate during leave periods or during the summer.

Shipmate is confidential.

Shipmate uses one government vehicle provided by Public Works.

The Shipmate vehicle is always operated by two members of Shipmate, the driver and navigator.

Shipmate does not provide rides to bars, clubs, or parties.

Shipmate only provides rides to Bancroft Hall.

Patrons need not be intoxicated to get a ride to Bancroft Hall.

Shipmate keeps a record of every phone call received and ride given during the hours of operation.

Shipmate and the navigator will maintain the numbers of the Duty Victim Advocate and will contact them for any rider that requests it.

Shipmate DNTs will read the Shipmate Passenger Agreement to each passenger before they enter the vehicle.

Shipmate will maintain a duty bag that contains a cell phone, trash bags, plastic gloves, flashlights, a basic first aid kit, and log book that will be signed by the oncoming watch team and the SDO to turn over custody and account for all items, including returning Shipmate van keys to Public Works.

The Shipmate team will wear Blue over Khaki uniform while operating the van.

OVERVIEW OF SHIPMATE TRAINING

1. Medical/Alcohol Awareness

a. One of the keystones of Shipmate training will be medical and alcohol awareness. Every volunteer of Shipmate will be CPR certified and possess a working knowledge of first aid in order to provide limited care until the arrival of professional emergency personnel. Everyone should recognize and know the proper procedures in a case of alcohol poisoning when picking up a Midshipman. CPR certifications will be tracked and maintained by the Commandant's ADEO.

b. Shipmate and navigator personnel will contact the Duty Victim Advocate if they believe a passenger may have been the victim of unwanted sexual contact.

2. Shipmate Operations, Procedures, and Watch Organization

a. Training will be conducted at the beginning of every semester for new personnel and monthly thereafter for refresher training on common situations a DNT may find themselves in during the course of picking up a Midshipman.

b. Training will also be conducted on the different watches and the purpose of each watch. This will ensure that every member of Shipmate knows how to stand every watch.