



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

COMDTMIDNINST 5211.1Q

JUL 14 2015

COMMANDANT OF MIDSHIPMEN INSTRUCTION 5211.1Q

From: Commandant of Midshipmen

Subj: AUTHORITY TO SIGN "BY DIRECTION" FOR THE COMMANDANT OF MIDSHIPMEN

1. Purpose. To designate, within the Office of the Commandant, those officers by billet title who have authority to sign, "By direction" for the Commandant of Midshipmen.

2. Cancellation. COMDTMIDNINST 5211.1P

3. Authority to sign "By direction". For Commandant of Midshipmen matters, the following officers are authorized to sign "By direction" routine official naval form correspondence addressed "From: Commandant of Midshipmen." They will not address official naval form correspondence to activities or offices outside the Naval Academy utilizing their billet titles (except for the Deputy Commandant). Personnel who may sign by direction are:

Deputy Commandant of Midshipmen (signs as Deputy)
Director, Division of Professional Development

a. The following officers are authorized to sign "By direction" for the Commandant of Midshipmen routine correspondence pertaining to matters under their cognizance that are addressed and routed internally within the Naval Academy:

Operations Officer	Aptitude Officer
Administrative Officer	Supply Officer
Legal Advisor to the Commandant	Executive Assistant
Midshipmen Personnel Officer	Band Leader
Assistant Midshipmen Personnel Officer	Conduct Officer
Officer-In-Charge, 4/C Regiment Director, Character Development and Training	Performance Officer

b. Officers assigned to the following billets are authorized to sign routine orders affecting Midshipmen pay and allowances for the Commandant of Midshipmen.

Deputy Commandant
Administrative Officer
Midshipmen Personnel Officer
Assistant Midshipmen Personnel Officer
Midshipmen Financial Advisor

c. Battalion Officer, Company Officers, and Senior Enlisted Leaders are authorized to sign "By direction" for the Commandant of Midshipmen regarding matters affecting reissuance of lost or stolen common access cards for Midshipmen.

JUL 14 2015

d. In addition to the correspondence specified in paragraph 3a, the Legal Advisor to the Commandant is authorized to sign "By direction" for external correspondence for matters under his/her cognizance that are routine or ministerial and that do not establish or modify policy.


S. E. LISZEWSKI

Distribution:
Non-Mids (Electronically)