COMDTMIDNINST 5350.2A
ADEO
FEB 2 7 2024

COMMANDANT OF MIDSHIPMEN INSTRUCTION 5350.2A

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

Subj: ALCOHOL-RELATED INCIDENT REDUCTION PLAN

Encl: (1) Incentives, Offenses, and Penalties
(2) Accountability Measures
(3) Lessons Learned End of Incident Report

Ref: (a) COMDTMIDNINST 5350.1D
(b) COMDTMIDNINST 5400.6Z
(c) COMDTMIDNINST 5350.2F
(d) OPNAVINST 5350.4E

1. **Purpose.** To promote the U.S. Naval Academy “Alcohol-Related Incident (ARI) Reduction Plan”. It is a social and moral obligation for every midshipman to prevent alcohol abuse and drink responsibly.

2. **Cancellation.** COMDTMIDNINST 5350.2

3. **Background.** An Alcohol-Related Incident (ARI) is defined as an offense committed by a Midshipman where the consumption of alcohol was a contributing factor and is punishable under the Administrative Conduct Manual, the Uniform Code of Military Justice, or civilian authority. ARIs also pose a threat, sometimes serious, to the safety of others and are inconsistent with Navy Core Values. ARIs reduce mission readiness and have no place at the Naval Academy or within the U.S. Navy and the U.S. Marine Corps.

4. **Policy.** Midshipmen who choose to consume alcohol must, at all times, do so responsibly. Individuals shall take personal ownership for their actions, assume responsibility for the welfare of others, and avoid alcohol abuse. Additionally, accountability for responsible alcohol usage at the Company and Squad level is just as critical as accountability at the individual level. Midshipmen should look after each other and report those midshipmen that are putting their Companymates at risk due to an ARI. To combat ARIs within the Brigade of Midshipmen, Battalion and Company leadership must stay engaged at all levels throughout the chain-of-command.

   a. As an incentive to this program, Battalion Officers are authorized to grant incentives listed in enclosure (1) throughout the academic year.

   b. Additionally, for all externally-reported ARIs (not reported by a midshipman assigned to the company) that occur within a specific Company, the Battalion Officer will secure any earned incentives in accordance with enclosure (1). For Midshipmen that create positive company cultures, “police their own,” and proactively report ARIs of their Companymates or refer them to the chain-of-command for treatment considerations, there will be no company penalty whatsoever. Incentives are secured when reported by outside law enforcement, by faculty or staff, or by Midshipmen either on watch or from a separate company.
c. Nothing within this instruction limits leadership’s authority to secure liberty at their discretion for any offense. Additionally, this policy is separate and distinct from the Conduct system. Any measures taken in accordance with this policy does not limit leadership’s ability to charge offenses under the Conduct system. For the purposes of this instruction and the rewards and accountability that are meant to encourage responsible and legal use of alcohol, the threshold for an “ARI” is low. While the conduct system requires an investigation and formal adjudication for major offenses, all that is required to “break the streak,” remove the incentives and invoke accountability is a substantiated verbal report.

d. Accountability for responsible alcohol use is the responsibility of the individual as well as that individuals’ chain-of-command. Enclosure (2) outlines how the Company and Brigade chain-of-command will be accountable for ARI’s committed by their subordinates.

e. Offending midshipmen will be required to participate in the Keeping What You’ve Earned (KWYE) Campaign. They will speak to fellow midshipmen at the Company, Battalion, or Regimental level as deemed appropriate by the Brigade Alcohol and Drug Education Officer (ADEO) on lessons learned from the experience of their ARI and subsequent remediation.

f. No hazing or retribution of any kind will be tolerated as a result of this program, either to any offending Midshipmen or to any reporting midshipmen.

5. Applicability. Provisions of this instruction apply to all midshipmen at the Naval Academy.

6. Responsibilities.

a. Commandant of Midshipmen’s ADEO. The Commandant’s ADEO is responsible for the management and organization of U.S. Naval Academy’s ARI Reduction Plan.

b. Brigade ADEO.

(1) The Brigade ADEO will establish and maintain a trustworthy filing system for all ADEO Leads and End of Incident Reports.

(2) The Brigade ADEO will ensure the Battalion Drug and Alcohol Program Advisor (DAPA), Battalion ADEOs, and Company ADEOs are properly trained in the execution of handling ARIs using the guidance and resources listed in references (a) through (d).

(3) Oversee Battalion ADEOs compliance with the incentives listed in enclosure (1) and the accountability measures outlined in enclosure (2).

(4) Oversee the council of stripers for determining the tier of offense as described in enclosure (1).

c. Battalion ADEO and DAPA.

(1) The Battalion ADEO and DAPA will coordinate Company training utilizing their Company ADEOs in the usage and compliance of enclosures (1) - (3). Battalion ADEOs will route final ARI reports through the Battalion Officer to the Brigade ADEO within seven days after an ARI has occurred within their Battalions.
(2) Track ARIs by company and update Battalion Officers to the applicability of incentives and penalties in accordance with enclosure (1).

(3) Provide oversight for required training.

d. Company ADEO.

(1) The Company ADEO will receive ADEO Company training from the Battalion ADEO and DAPA in order to become a resource to their Company. Company ADEOs are expected to understand and complete enclosure (3) within five working days after an ARI (to include feedback for future training purposes) and submit to the Battalion ADEO upon completion.

(2) The Company ADEO will serve as the primary point of contact for the KWYE Campaign. The Company ADEO will hold offending midshipmen accountable for their responsibilities to the KWYE Campaign.

7. Records Management.

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000 through 13000 series per records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) 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, contact your local records manager or the DON/AA DRMD program office.

8. Review and Effective Date. Per OPNAVINST 5215.17A, the Commandant’s ADEO will review this instruction annually around 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. This instruction will be in effect for 10 years, unless revised or canceled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.

J. P. MCDONOUGH III

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INCENTIVES, OFFENSES, AND PENALTIES

1. Fall Semester Incentives: The following incentives may be awarded at Battalion Officers’ discretion for no ARIs within a company for the specified period. Summer ARIs (anything after graduation) are accounted for in the Fall Six Week assessment. Any ARI that occurs makes the company ineligible to earn further incentives that semester. Any ARI that occurs after 12-week exams in the spring semester secures the spring semester incentive for the entire company.

   a. Six Weeks: Class up liberty for one weekend (liberty times shift up, 3/C and 4/C liberty attire remains uniform of the day).

   b. 12 Weeks: One additional weekend

   c. End of Term (last day of finals): One additional weekend for the spring semester

2. Spring Semester Incentives.

   a. Six Weeks: Class up liberty for one weekend (liberty times shift up, 3/C and 4/C liberty attire remains uniform of the day).

   b. 12 Weeks: One additional weekend

   c. The full academic year (Fall and Spring) through Spring 12-week exams: All classes are awarded class-up liberty hours for the remainder of the semester. 3/C and 4/C liberty attire remains uniform of the day.

Note 1: Battalion, Regimental, or Brigade stripers assigned to a company squad will be counted and be accountable at the company level. Battalion Commanders, Regimental Triads, the Brigade Triad and any other stripers residing in Striper Alley will be accounted for as their own unit under the Commandant’s Staff Director.

Note 2: When midshipmen transfer to a new company, for any reason, assuming they do not have an ARI themselves, they will follow their new company’s incentive status. If they have an ARI, they will not be entitled to their company’s incentive until the applicable period resets. Their ARI will not count against their new company, but it will still count against their old company for the applicable.
ACCOUNTABILITY MEASURES

1. Accountability for responsible alcohol use is the responsibility of all members of the chain of command. The matrix below outlines which members of the offending midshipman’s chain-of-command will be held responsible for an ARI.

<table>
<thead>
<tr>
<th>Offending Midshipman’s Rank</th>
<th>Accountable Chain-of-command</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/C</td>
<td>3/C mentor, 2/C Fire Team Leader, Squad Leader, Platoon Commander, Company Commander</td>
</tr>
<tr>
<td>3/C</td>
<td>2/C Fire Team Leader, Squad Leader, Platoon Commander, Company Commander</td>
</tr>
<tr>
<td>2/C</td>
<td>Squad Leader, Platoon Commander, Company Commander</td>
</tr>
<tr>
<td>1/C</td>
<td>Squad Leader, Platoon Commander, Company XO, Company Commander</td>
</tr>
<tr>
<td>Batt/Reg/Brigade Striper</td>
<td>XO and Commander of appropriate chain of command (ie. Reg XO and Reg Commander for a Reg Striper)</td>
</tr>
</tbody>
</table>

2. First Offense: For the first offense within one’s subordinate chain-of-command, all members listed in the above matrix will have the following Friday liberty secured (sleep in Bancroft) and conduct a squad counseling to reflect on what led to the ARI.

3. Second and Subsequent Offense: For the second and any subsequent offense, all members in the above matrix will receive a negative form-one counseling from the Company Officer or Senior Enlisted Leader and have the following weekend liberty secured. Additional measures are at the discretion of the company chain of command.

4. Liberty Buddy: In addition to the chain-of-command, if liberty buddies were involved, they will also participate in the applicable accountability measures listed above.
# LESSONS LEARNED - END OF INCIDENT REPORT

## ALCOHOL RELATED INCIDENTS (ACYR 20__)  
Battalion: __  Fall 20__/  Spring 20__/  
MIDSHIPMEN NAME/COMPANY: MIDN  ARI DESCRIPTION:  

### LEADERSHIP

<table>
<thead>
<tr>
<th>BATTALION ADEO:</th>
<th>Email:</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMPANY ADEO:</td>
<td>Email:</td>
</tr>
<tr>
<td><strong>Company Officer:</strong></td>
<td><strong>Email:</strong></td>
</tr>
</tbody>
</table>

### BATTALION DAPA:

<table>
<thead>
<tr>
<th>TOTAL NUMBER OF COMPANY INCIDENTS DURING AY:</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE OF LAST ALCOHOL RELATED INCIDENT:</td>
</tr>
</tbody>
</table>

## (ACCOUNTABILITY) SUMMARY

Did your team members receive the required departmental training within three days of the incident in accordance with COMDTMIDNINST 5350.2(series)? (If so, what training was held)? (If not, explain why).

Identify what placed your midshipmen(s) at risk.

Determine what the Chain of Command and ADEO Team can do to set up their members for future success.