

# *U.S. NAVAL SEA CADET CORPS*

2300 Wilson Boulevard Arlington, VA 22201-3308 (703) 243-6910//Fax (703) 243-3985

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7 November 2003

## **NSCC ACTION LETTER 11-03**

From: Executive Director, Naval Sea Cadet Corps (NSCC)

To: Distribution

Subj: 2003 REGIONAL DIRECTOR'S CONFERENCE CHANGES IN POLICY  
AND/OR ADMINISTRATIVE PROCEDURE

Ref: (a) NSCC Regulations Manual  
(b) 2003 National Regional Director' Conference, 4 & 5 October 2003  
(c) NSCC Action Letter 14-98  
(d) NSCC Action Letter 12-99  
(e) NSCC Action Letter 6-00  
(f) NSCC Action Letter 9-02

1. IAW ref (a), ref (b) was convened at the Fleet Antisubmarine Warfare Training Center (ASW Base Point Loma), San Diego, Ca. Meeting minutes have been separately distributed to all Regional Directors and Field Representatives. Action items in this letter are a continuation of those resulting from the 1998, 1999, 2000, and 2002 Regional Directors conferences, previously promulgated in refs (c) through (f). All refs (c) through (f) action items remain in effect. This year's action items having immediate, or near future impact on NSCC/NLCC policy and/or administrative procedure and requiring Unit CO's immediate attention, are as addressed in this letter. They immediately follow in this paragraph. Action items are being incorporated into updates of NSCC directives as appropriate.

Paragraph 2 includes action items reflecting decisions made at the NSCC Field Representative's meeting held immediately prior to the Regional Directors 's conference.

Paragraph 3 addresses other action and information items being undertaken which may impact units in the future. Unit CO's have no immediate action to take with regard to paragraph 3 items. They are provided for information and advance planning only.

a. There are no changes to policy and/or administrative procedure which require immediate action by Unit CO's.

2. This paragraph includes agenda item decisions made either at, or following, the NSCC Field Representative's meeting held immediately prior to the Regional Directors 's conference.

a. **NEW PERSONAL AWARD TO BE CREATED**. This ribbon award will be a personal award, junior to the NSCC Meritorious Recognition Ribbon but senior to the NSCC Citation Ribbon. This Award is intended for senior cadets and junior officers who distinguish themselves through superior performance of duties. The US Navy model

upon which it is based is the Navy Commendation Medal. Look for it in the next update of the Awards Manual.

b. **LEADERSHIP EXAMS AND OFFICER STUDY GUIDE REMOVED FROM POLA.** Leadership exams are under the prerogative of the Field Representative, and have been previously excluded from POLA in at least half of Field Representative Regions. For program consistency and to maintain the emphasis on leadership training at POLA, leadership exams will be give at POLA only when the Field Representative is present to administer the exam. Otherwise they will not be a part of POLA. Similarly, completion of Officer Study Guides is not to be included as part of POLA.

3. The following items do not require any immediate Unit CO action. They are provided for information and incorporation into planning for CY 2004 and beyond.

a. **UNIFORM REGULATIONS CHANGE FOR CADET CPO BDU's; NEW COLLAR DEVICE** . A new collar device for cadet CPO BDU wear was approved for possible adoption. It is an anchor with NSCC inscribed across its face and modeled after the Navy's device. While approved, it is still subject to costing for final determination of feasibility for implementation. If determined cost effective, it will be incorporated into the next update of Uniform Regulations.

b. **INCREASED EMPHASIS ON CADET TWT CHECKOUT PRACTICES.** While no specific changes to existing policy or regulation were recommended (current policies adequate if adhered to), attention to ensuring clear and safe check out practices for cadets departing TWT, will be enhanced into future COTC letters, the summer training schedule, and updates to the Advancement and Training Manual.

c. **ELIGIBILITY FOR THE UNIT COMMENDATION AWARD EXTENDED TO TOP 10 NSCC UNITS AND TOP 5 NLCC UNITS PARTICIPATING IN ANNUAL INSPECTIONS.** This change is effective immediately with the first quarter 2004 inspection cycle.

d. **RT COTC'S AUTHORIZED TO AWARD MRR TO RT HONOR CADET, CITATION TO EACH RT COMPANIES HONOR CADET, AND UNIT CITATION TO ALL MEMBERS OF THE HONOR COMPANY WITHOUT NHQ PRIOR APPROVAL.** This change is effective immediately, and will be incorporated into the next update of the Awards Manual. It simply relieves the burden on RT COTC's of having to come to NHQ first, (copy with the COTC report is all that is required) and extends recognition via the unit citation to all honor company cadets.

e. **NHQ TO WORK TOWARDS ESTABLISHING AN ON LINE COTC SITE FOR IMPROVED TRAINING AND ADMINISTRATIVE RESOURCE AVAILABILITY FOR COTC'S.**

f. **GENERAL NOTE FOR ALL HANDS.** With federal funding to offset cadet and escort messing and berthing costs once again available for 2004, program growth continues. The NSCC looks for additional training opportunities to offer our growing numbers of NSCC/NLCC cadets. Specifically, expanded one week or two week (or even longer) summer training opportunities are desired. While military training onboard bases, stations, and ships, continues to be of first preference in accordance with our program goal of making cadets aware of the prestige of military careers and also to increase advancement potential for those who join, we are not restricted to only that training. Our other goals are:

- Develop interest and skills in basic seamanship and seagoing skills.
- Instill virtues of good citizenship and strong moral character and principles.
- Demonstrate value of alcohol, drug and gang free lifestyle.

One and two week training courses that support any of these goals are desired. If you have any ideas or recommendations, call NSCC NHQ Capt Nyland or 1SG Bunting. We need your help, and remember, messing and berthing will be covered and this applies to both NSCC and NLCC training.

4. Refs (c) thru (f) remain in effect until all actions or changes are incorporated into relevant manuals. This action letter also remains in effect until incorporation of changes into relevant manuals.



M. D. Ford

Distribution:  
National Chairman/National President  
NSCC Field Representatives  
NSCC Regional/Associate Regional Directors  
NSCC/NLCC Unit Commanding Officers