



DEPARTMENT OF THE NAVY
COMMANDER MILITARY SEALIFT COMMAND
914 CHARLES MORRIS CT SE
WASHINGTON NAVY YARD DC 20398-5540

REFER TO:

COMSCINST 1160.1B
N15
4 December 2000

COMSC INSTRUCTION 1160.1B

Subj: REENLISTMENT INCENTIVE PROGRAM

1. Purpose. To appropriately recognize military personnel who choose to continue active duty with the U.S. Navy. This is a complete revision and should be read in its entirety.
2. Cancellation. COMSC Instruction 1160.1A.
3. Scope. This instruction is applicable only to Headquarters, Military Sealift Command (MSC), Washington DC personnel.
4. Policy. Continued active military service with the U.S. Navy is an individual act of selfless honor. COMSC will recognize these selfless individuals and provide suitable entitlements for enlisted personnel who reenlist, including those who extend their present enlistment contract/agreement to remain on active duty for 24 months or more. COMSC has established the following incentives for personnel reenlisting or extending their EAOS at this command. Action codes are shown in parentheses.
 - a. Reenlistment ceremony conducted at appropriate site in the metropolitan area. At least 1-month lead-time is required to arrange for ceremonies at national/historical locations. (Dept Head/Command Career Counselor)
 - b. One 96-hour liberty and one 72-hour liberty. (N00/Dept Head)
 - c. An engraved MSC plaque commemorating the reenlistment. (N15/N00P)
 - d. Two \$10.00 gift certificates from WNY NEX presented by the CPO Mess and Wardroom.
 - e. MSC Challenge Coin presented by N00. (COS in N00's absence)
 - f. Congratulatory letter from COMSC to the reenlistee's spouse or parents. (Flag Writer)

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g. Exemption from duty as Duty Enlisted Assistant or Staff Duty Officer for 30-day period commencing on the day of reenlistment or signing of extension. (Senior Watch Officer)

h. Photographic mementos of the ceremony. (N00P)

i. Announcement of the event in the Plan of the Week and *Sealift* periodical. (N15/N00P)

j. One (8 x 10) color portrait of the reenlistee and/or dependents by the command photographer. (N00P)

5. Action. The Command Career Counselor shall ensure a command-wide dissemination of this program, make a continuous review of its effectiveness and submit specific recommendations to further enhance the retention program at MSCHQ. The Command Career Counselor will coordinate provision of incentives for each reenlistment or extension, ensure broad-based publicity and advise the cognizant official on appropriate recognition.

"Signed"
T. B. CARTER, Jr.
Chief of Staff

Distribution:
COMSCINST 5215.5
List I (Case A, B, C, D)