



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

REFER TO:

COMSCINST 1700.3G  
N15

COMSC INSTRUCTION 1700.3G

Subj: COMMANDER, MILITARY SEALIFT COMMAND SAILOR OF THE YEAR  
(COMSC SOY) PROGRAM

Ref: (a) OPNAVINST 1700.10K  
(b) JFTR Volume 2, Appendix E

1. Purpose. To establish Military Sealift Command (MSC) fleet-wide procedures for selection and recognition of Sailor of the Year (SOY). The SOY Program will be administered per the guidance of this instruction. Amplifying information will be distributed via Commander, Military Sealift Command (COMSC) notice.

2. Cancellation. COMSCINST 1700.3F.

3. Background. Naval traditions and established policy of the Chief of Naval Operations (CNO) have been to identify and provide recognition of individual Sailors for outstanding professional and military performance.

4. Action

a. Competition for SOY will be conducted as follows:

(1) All personnel attached to MSC will be eligible for nomination unless excluded by reference (a). Personnel assigned type 2 and 4 duty are eligible to compete for COMSC Sea Atlantic/Pacific SOY, personnel assigned to type 1, 3, and 6 duty are eligible to compete for COMSC Shore SOY.

(2) Nominations for Shore SOY will be prepared per reference (a), and forwarded to each of the Area Commanders for SOY selection. Shore SOY's representing Commander, Sealift Logistics, Atlantic (COMSEALOGLANT), Commander, Military Sealift Command, Pacific (MSCPAC), Commander, Military Sealift Command, Far East (MSCFE), Commander, Military Sealift Command, Europe (MSCEUR), Commander, Military Sealift Command, Central (MSCCENT), and Commander, Military Sealift Command, Headquarters (MSCHQ) will participate in competition for the COMSC Shore SOY.

Enclosure (3)

The COMSC Shore SOY will compete at the Vice Chief of Naval Operations (VCNO) SOY Shore SOY board.

(3) Nominations for Sea SOY will be prepared per reference (a) and forwarded to COMSEALOGLANT and MSCPAC for COMSCINST 1700.3G

COMSEALOGLANT SOY and COMSCPAC SOY selection. Naval Fleet Auxiliary Force (NFAF) and special mission unit nominations will be forwarded directly to MSCPAC or COMSEALOGLANT. Preposition unit nominations will be forwarded to COMSEALOGLANT or MSCPAC via MSCEUR/FE/CENT as appropriate. The COMSC Sea SOY packages will be forwarded to MSCHQ for endorsement and will be entered in the Fleet Force Command (FLTFORCOM) or Commander, Pacific Fleet (COMPACFLT) competition. COMSC Sea SOYs will attend and be recognized at the SOY events in the beginning of the year with the Shore SOY candidates.

(4) There will be a screening board at each level of competition. Ideal composition is the Command Chief/Senior Chief/Master Chief and no less than two other E-7/8/9s. The selection boards for the Sea SOY will be chaired by the COMSEALOGLANT Command Master Chief and MSCPAC Command Master Chief respectively. The selection boards for the Shore SOY will be chaired by the COMSC CNO-Directed Command Master Chief.

(5) Candidates must be made available for interviews at the finalist's competition for Shore SOY. All Temporary Additional Duty (TAD) and travel requests for nominees will be supported in accordance with reference (a). Spouses of the Shore SOY finalists and COMSC Sea SOYs are invited to attend SOY events on invitational travel orders (ITO) in accordance with reference (b).

b. Public Affairs Support. Contact MSCHQ and Area Command Public Affairs Officer (PAO) with information on SOY and Area Command finalists. Request PAO advice and assistance on best ways to market stories locally and in Navy media.

5. Coordination. COMSC Coordinator for the Sailor of the Year Program is the COMSC CNO-Directed Command Master Chief, Code N00A, Washington Navy Yard Bldg 210, 914 Charles Morris Court SE, Washington DC 20398-5540.

6. Awards. The COMSC Sea/Shore SOY's shall receive:

- a. Navy and Marine Corps Commendation Medal.
- b. COMSC plaque.

D. L. BREWER III

Distribution:

COMSCINST 5215.5

List I (Case A, B, C, D)

SNDL	41B	(MSC Area Commanders)
	41D	(MSC Offices)
	41E	(APMC)
	41J	(OICMILDEPTs)
	41K	(COMAPSRON FOUR)
	41L	(COMPSRONS)
	41M	(TAGOS Project Office)