

MILPERSMAN 1306-907

NAVY CEREMONIAL GUARD

Responsible Office	NAVPERSCOM	Phone:	DSN	882-3880
	(PERS-4010F)		COM	(901) 874-3880
			FAX	882-2643

References	(a) DoD Directive 5210.55 of 15 Dec 98 (b) DoD Instruction 5210.87 of 30 Nov 98
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1. Policy

a. Non petty officers (POs) are assigned directly from Recruit Training Command (NAVCRUITRACOM). Recruits who volunteer and are accepted for Ceremonial Guard duty must execute NAVPERS 1070/613 (Rev. 7-06), Administrative Remarks, acknowledging the delayed entry into whatever guaranteed program they enlisted for, until completion of the prescribed tour with the Ceremonial Guard.

b. Members who did not enlist for a guaranteed program may request any program for which they qualify within 9 months prior to completion of their tour. This does not preclude any member of the Ceremonial Guard from subsequently requesting "A" School or transfer to sea duty. Requests of this nature can be expected to receive favorable consideration if the member is otherwise eligible and a requirement exists.

c. Chief petty officers (CPOs) and POs eligible for shore duty will be released by their rating detailer to

 Navy Personnel Command (NAVPERSCOM),
 Shore Special Programs Assignment Section,
 Washington, DC Placement Detailer (PERS-4010F1).

NAVPERSCOM (PERS-4010F1) will send a **Flag Officer (Staff) Duty** screening message to the command concerned. The command will

comply with MILPERSMAN 1306-945 in completion of the screening. Additionally, within 10 days the command will submit the member's

- last six evaluations,
- awards (Navy Achievement Medal and above),
- a full length photo in the uniform of the day, and
- Physical Readiness Information Management System (PRIMS) information.

2. Background

a. The U.S. Navy Ceremonial Guard, a component of Naval District (NAVDIST), Washington, DC, is the official ceremonial unit of the Navy.

b. Tour lengths for Ceremonial Guard personnel are as follows:

(1) E-1 to E-3 personnel will serve 24 months.

(2) E-4 to E-9 personnel will serve 36 months.

(3) Officers who are screened and selected will serve 36 months, or the normal shore tour for their community, whichever is longer.

(4) Members successfully completing a Ceremonial Guard assignment, and having an initial 4-year enlistment with guaranteed "A" School training, must have at least 18 months of remaining obligated service (OBLISERV) upon completion of training.

(5) Members successfully completing "A" School will not incur any additional OBLISERV for training. Members who were not guaranteed "A" School training upon initial enlistment must have the required OBLISERV remaining for the course of instruction desired.

3. Requirements/Qualifications

a. Prospective members of the Ceremonial Guard, E-1 to O-5, except administrative support personnel (YN, SK, and SH), shall meet the following minimum qualifications:

(1) Height (waivers considered).

(a) Male: Minimum 6'0".

(b) Females: Minimum 5'10".

(2) Be able to participate in public ceremonies without glasses (contact lenses are acceptable).

(3) Be capable of strenuous marching, drilling, and prolonged standing.

(4) Have outstanding appearance and military bearing.

(5) Possess facial features free of acne, scars, and other unusual distinguishing features.

b. Prospective POs and E-4 to E-9 members must have the following additional qualifications:

(1) No trait below 3.0 for the past three evaluation periods.

(2) Be high-caliber individuals to serve as sharp military role models for junior members.

(3) Overall physical fitness test (PFT) category **Good** or higher and within body composition assessment (BCA) standards.

c. Commandant Navy District (COMNAVDIST), Washington, DC, and commanding officer (CO) will personally interview all prospective staff officers.

d. The CO will personally interview all prospective staff CPOs.

e. A command master chief (CMC) position is a Chief of Naval Operations (CNO) directed billet and must be filled by a qualified and screened candidate meeting all other Ceremonial Guard qualifications.

f. All prospective members of the Ceremonial Guard must meet the criteria for nomination to Presidential support activities, per reference (a); and reference (b), enclosure 4.

g. COs will verify, via administrative entry in the member's service record, that candidate meets requirements for nomination to Presidential support activities.

h. Members must have a favorably completed National Agency Check with Local Check (NACLCL) within the last 36 months preceding nomination to Presidential support activities.

i. Complete sections A, B, D1, D2, and D5 of NAVPERS 1306/92 (Rev. 12-03), Special Program Screening Form (Exhibit 1 of MILPERSMAN 1306-900).

j. Special instructions are as follows for electronic transmission of security clearance submission forms to Defense Security Service (DDS):

(1) **Item 1**, "Return Results to:" "Director, Department of Navy Central Adjudication Facility, 716 Sicard Street SE, WNY Building 176, Washington, DC 20388-5389."

(2) **Item 2**, under "Type of Investigation," select "5" (NAF other, enter "NACLCL").

(3) **Item 6**, "Reason for Access:" (1) Select, "Secret," (2) Select, "XX (other)," then enter "Initial Assignment for Presidential Support Activity as member of USN Ceremonial Guard (YANKEE WHITE) Washington, DC EDA ()." Indicate estimated date of arrival (EDA).

k. Required OBLISERV for this program is 36 months.