

## MILPERSMAN 1160-020

### ENLISTMENT AND REENLISTMENT CEREMONY AND RECOGNITION ITEMS

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<b>References</b>	(a) 10 U.S.C. (b) OASN(FM&C) memo of 14 Dec 06 (NOTAL) (c) COMNAVCRUITCOMINST 1140.1J
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1. **Background.** For centuries, Service members have answered the call of duty in national defense. Nothing so solemnly affirms one's commitment to that duty better than the enlistment oath of office. Raising one's right hand, swearing and affirming personal devotion to defending the Constitution of the United States, pledging faith and allegiance to that same document, taking on this incredible burden by sacrificing one's livelihood and potentially one's life freely, without mental reservation or purpose of evasion, and promising to perform one's duties to the best of one's abilities with one's moral conscience as a guide while under the watchful eye of the deity, means much more than just signing a job employment application. During an enlistment and reenlistment ceremony, a Sailor makes a personal commitment, in a public forum, to wear the cloth of the nation with honor, courage, and commitment.

#### 2. **Policy**

a. Enlistment and reenlistment are significant events in the career of an enlisted member. As such, it should be accorded a meaningful ceremony to recognize the member's high-quality performance, as indicated by the recommendation for reenlistment. Enlistment and reenlistment ceremonies are to be conducted in a dignified manner that appropriately reflects the importance of the oath the Sailor is taking. This includes the participants wearing the proper uniform and conducting themselves in an appropriate manner.

b. The commanding officer or, in his or her absence, the executive officer should preside.

c. Per reference (a), section 502, the President, the Vice-President, the Secretary of War, any commissioned officer, or any other person designated under regulations prescribed by the Secretary of War may administer the enlistment and reenlistment oath.

d. Per reference (a), section 2261, and references (b) and (c), commands may use appropriated funds to purchase recognition items of nominal or modest value (less than \$50 per item). Such items will be awarded solely to recognize recruitment and or retention of members within the Navy and are intended to express appreciation for their commitment and service. Items should be of sustainable form (i.e., non-perishable) and designed to recognize or commemorate service in the Military Services. Eligibility for such items includes the enlistment or reenlistment of a Service member, the accession of new members, or recruitment efforts from civilian individuals who substantially contributed to the recruiting mission. Navy Recruiting Command (NAVCRUITCOM) is hereby delegated authority to issue further guidance regarding eligibility criteria and use of recognition items for new accessions.

3. **Responsibility**. All hands, superiors and subordinates, should ensure enlistment and reenlistment ceremonies are conducted in a meaningful and professionally appropriate manner. Each enlistment and reenlistment will be performed in uniform and should be memorable with the right tone and venue to reflect pride, professionalism, respect, and dignity for the oath and the United States Navy. The commanding officer should follow the procedures listed below, as appropriate.

Step	Action
1	Consider the Service member's desires concerning the time and location of the ceremony and the family members, special guests, and shipmates to be invited
2	Arrange for photographic coverage of the ceremony, with copies of the prints to be presented to the Service member. Forward press releases to the Service member's ship or station, hometown, and local newspapers
3	Organize a brief social gathering for Service members and their guests, to follow the ceremony

Step	Action
4	Provide transportation within the naval installation to and from the ceremony for the Service member's guests
5	Grant special liberty and or reenlistment leave (see <a href="#">MILPERSMAN 1050-010</a> and <a href="#">MILPERSMAN 1050-290</a> ) as soon as possible following the enlistment or reenlistment
6	Personalize the occasion with other recognition, as appropriate
7	All payments are processed electronically; present, if desired, a ceremonial reenlistment bonus (imitation) check, if one is due