



UNITED STATES MARINE CORPS
MARINE CORPS BASE HAWAII
BOX 63002
KANEHOE BAY, HAWAII 96863-3002

BaseO 1650.10A
SM
2 FEB 1998

BASE ORDER 1650.10A

From: Commanding General
To: Distribution List

Subj: MARINE CORPS BASE HAWAII MARINE AND SAILOR OF THE YEAR

1. Purpose. To promulgate the basic instructions relating to the Marine/Sailor of the Year.
2. Cancellation. BaseO 1650.10.
3. Background. To select a Noncommissioned Officer and Marine of the Year, and a Petty Officer and Sailor of the Year for Headquarters Battalion, Marine Corps Air Facility, 3d Marine Regiment, Aviation Support Element-Kaneohe, Combat Service Support Group-3, 1st Radio Battalion, and Headquarters and Service Battalion MARFORPAC.
4. Summary of Revision. This Order has been revised to include the tenant commands aboard Marine Corps Base Hawaii. Please review in its entirety for other minor changes.
5. Selection Process. A Selection Board will meet annually in February upon call of the senior member. The Marine Board will consist of:
 - a. Sergeant Major, Marine Corps Base Hawaii, Senior Member.
 - b. Sergeant Major, Headquarters Battalion.
 - c. Sergeant Major, Marine Corps Air Facility.
 - d. Sergeant Major, 3d Marine Regiment.
 - e. Sergeant Major, Aviation Support Element-Kaneohe.
 - f. Sergeant Major, Combat Service Support Group-3.
 - g. Sergeant Major, 1st Radio Battalion.

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h. Sergeant Major, Headquarters and Service Battalion, MARFORPAC.

The Navy Board will consist of:

a. Master Chief, III MEF Hawaii, Senior Member.

b. One Chief Petty Officer from each tenant command that sends nominees to the Sailor/Petty Officer Board.

6. Awards

a. The following awards will be presented to the Marine selected as the Marine of the Year/NCO of the Year.

(1) Navy Achievement Medal.

(2) A 4-day Special Liberty Pass.

b. The following awards will be presented to the Sailor selected as the Sailor of the Year/Petty Officer of the Year.

(1) Navy Achievement Medal.

(2) A 4-day Special Liberty Pass.

7. Action

a. Commanders will nominate one qualified Marine and Sailor from their command to the Commanding General, Marine Corps Base Hawaii in writing. The nomination will contain a concise work picture of the Marine/Sailor concerned, and specific description of the individual action, or sustained performance of duty for which the Marine/Sailor is being recommended. Service Record Book will accompany each nomination.

b. Nominees for Marine and Sailor of the Year will be of the grade of private first class through sergeant for Marines and seaman through petty officer 2nd class for Sailors.

c. Nominees must not have been subject of any disciplinary or adverse action during the year.

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d. Nominations will be forwarded to this Headquarters (signatory) by the first week of February unless otherwise published.


W. C. PEOPLES
Deputy Commander

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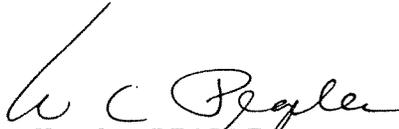
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