



DEPARTMENT OF THE NAVY
COMMANDER, NAVY INSTALLATIONS COMMAND
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CNICINST 1610.2A
N00C
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CNIC INSTRUCTION 1610.2A

From: Commander, Navy Installations Command

Subj: GUIDANCE ON THE CONDUCT OF CEREMONIES, CUSTOMS, AND
TRADITIONS

Ref: (a) U.S. Navy Regulations 1990
(b) SECNAVINST 1610.2A
(c) OPNAVINST 3120.32D
(d) SECNAV M-5210.1

1. Purpose. To provide guidance to Commander, Navy Installations Command (CNIC) on standards of conduct applicable to ceremonies, customs, and traditions consistent with references (a) through (c).

2. Cancellation. CNICINST 1610.2 dated 6 Aug 2012.

3. Background

a. Ceremonies, customs, and traditions are part of our rich Navy heritage. These events enable each generation to pass on to future generations the essence of heroic enterprise, moral fiber, and pride in the Service. When events supporting ceremonies, customs, and traditions are conducted professionally, in keeping with law and regulation, and with due regard for individual dignity, such events appropriately celebrate individual or command achievement, foster camaraderie, enhance morale, and instill Service pride.

b. The Navy's heritage is steeped in customs and traditions that make our Service unique. The pride - in personal accomplishment and in our history - that ceremonies, customs, and traditions engender in our Sailors directly contributes to operational readiness and mission success. Actions that offend the dignity and respect of our Sailors have the opposite effect, detracting from unit cohesion and degrading operational readiness.

4. Policy

a. In accordance with references (a) and (b) and paragraph 5.1.34 of reference (c), this instruction applies to all military personnel permanently and temporarily assigned to the CNIC enterprise.

(1) Tenant commands who conduct events in CNIC-controlled spaces will also follow this instruction.

(2) This instruction does not apply to tenant commands who conduct events in their own spaces.

b. Actions that detract from the individual dignity and respect of Sailors shall be avoided when conducting events that support ceremonies, customs, and traditions as outlined in reference (a), chapters 11 and 12. Ceremonies, customs, and traditions shall not be claimed or accepted as an excuse for violating a law or regulation, such as the Department of Navy's (DON's) hazing policy (reference (b)). By keeping the focus on operational readiness, mission accomplishment, and individual dignity and respect, commanders and commanding officers will ensure ceremonies, customs, and traditions remain a source of Navy pride for all Sailors.

5. Responsibilities

a. Region Commanders (REGCOMs) are responsible for maintaining situational awareness on all ceremonies, customs, and traditions conducted within their area of responsibility (AOR).

b. Installation Commanding Officers (COs) are responsible for:

(1) Planning, executing, and supervising all ceremonies, customs, and traditions conducted by their commands in accordance with references (a) through (c).

(2) Ensuring this instruction is provided to tenant commands when scheduling an event in a CNIC-controlled space.

(3) Prohibiting hazing in accordance with reference (b) and ensuring that all hands are aware that it will not be tolerated at any time.

(4) Conducting ceremonies, customs, and traditions at a designated time and location, and not permitting continuation in any form outside the limits of the command-approved event. Unplanned or unsupervised "side ceremonies" increase the risk of inappropriate behavior and are forbidden.

c. Sailors participating in an event, regardless of parent command, rank, or position, are responsible for taking an active role in ensuring the event is conducted in accordance with command direction and established policies, and in a manner that promotes the dignity and respect of every participant.

6. Action

a. REGCOMs shall provide installation COs with further guidance by way of training, legal consultation, public affairs guidance, and promulgation of examples of "best practices."

b. Installation COs shall:

(1) Provide this directive to tenant commands when they are scheduling an event in a CNIC-controlled space.

(2) Foster a command climate conducive to: good order and discipline; the dignity, respect, and fair treatment of all Sailors; and the reporting of violations of law or regulation.

(3) Promote ceremonies, customs, and traditions in the same professional manner in which they execute their primary missions in order to maintain the highest level of operational readiness and the integrity of the Navy's unique heritage.

(4) Remain actively involved in all phases of planning, execution, and supervision of ceremonies, customs, and traditions. This includes recognizing and mitigating risks, as well as clearly communicating and enforcing rules and standards.


(5) Incorporate transparency and diversity into all aspects of the planning and execution of ceremonies, customs, and traditions to maximize the benefits of the event to all participants and to the command.

(6) Manage the use of cameras and social media during ceremonies, customs, and traditions so that these media enhance, rather than detract from, an event's success.

(7) Prohibit photography in classified settings or in other settings where it would be inappropriate to allow it, keeping in mind the desire of transparency in the execution of ceremonies, customs, and traditions.

(8) Provide training to familiarize all hands with references (a) through (c) and this instruction.

7. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed in accordance with reference (d).


W. D. FRENCH
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