



DEPARTMENT OF THE NAVY

COMMANDER TRAINING AIR WING ONE
101 FULLER ROAD SUITE 250
MERIDIAN MS 39309-5403

IN REPLY REFER TO:
COMTRAWINGONEINST 1650.1H

N1

27 May 09

COMTRAWINGONE INSTRUCTION 1650.1H

From: Commander, Training Air Wing ONE

Subj: TRAINING AIR WING ONE (TW-1) PERSONAL AWARDS PROGRAM

Ref: (a) SECNAVINST 1650.1H
(b) COMNAVAIRFORINST 1650.15A
(c) CNATRAINST 1650.9A
(d) CNAF 111652Z Jun 08 (Delegation of NDAWS Authority to CNAF Echelon IV Commands)
(e) OPNAVINST 1650.8D

Encl: (1) TW-1 Personal Award Composition and Submission Requirements
(2) Form 1650/3 Guidance
(3) TW-1 Format Guidance for Personal Awards
(4) Meridian Area Navy League Award for Flight Instructor of the Year
(5) Commodore's List for Flight and Academic Achievement
(6) Meridian Area Navy League Golden Stick Award

1. Purpose. To set forth policies and procedures regarding the proper submission of awards available to individuals assigned to TW-1 and subordinate commands per references (a) through (e). This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. COMTRAWINGONEINST 1650.1G.

3. Background

a. The personal awards program was established to publicly recognize those individuals who have displayed initiative and performance above and beyond that which is normally expected. This recognition enhances morale and provides role models for others to emulate.

b. The NETC Electronic Awards Processing systems was taken offline 30 June 2007 due to incompatibility with NETWARCOM and NMCI requirements. The loss of this legacy system required the establishment of new procedures for processing awards within CNATRA and TW-1. Navy Department Awards Web Services (NDAWS) is the official repository of awards received by USN personnel, however, award packages cannot be completed and processed solely within NDAWS.

c. CNATRA realigned under CNAF in October 2007. CNAF then delegated to CNATRA the administrative responsibility for submitting approved personal awards into NDAWS per reference (d).

4. Policy. It is the policy of the Navy and TW-1 that awards recognize truly exceptional performance and valor. All award recommendations shall be screened for validity, merit and compliance with established guidelines set forth in references (a) through (e) and enclosures (1) through (6).

5. Action

a. Commanding Officers shall:

(1) Establish an Awards Board or similar process to evaluate and/or recommend awards for meritorious action and superior performance of assigned personnel.

(2) Adhere to guidance provided in references (a) through (e) and enclosures (1) through (6). Ensure that facts surrounding award recommendations are thoroughly investigated and accurately reported.

(3) Submit completed awards packages with sufficient lead time for processing and presentation to awardees. Timelines and submission requirements are provided in references (b), (c) and enclosure (1).

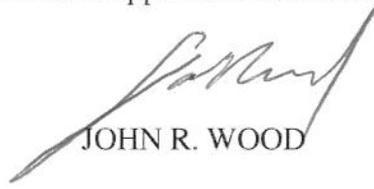
(4) Ensure command-awarded Navy and Marine Corps Achievement Medals (NA) meet the requirements of references (a) and (b). The award should only be presented in recognition of specific achievement (less than one year). Awards for sustained performance shall be submitted via the chain of command to the appropriate awarding authority. If a member received a command-awarded NA within his/her tour, the end of tour award (if recommended) must cite the NA period and significant event in the Summary of Action. Duplicate bullets shall not be used to justify the recommended end of tour award. A copy of the command-awarded NA shall be forwarded with the end of tour award package.

b. TW-1 Admin Officer. The TW-1 Administration Officer shall screen all award recommendations submitted by subordinate commands for conformance to guidelines concerning format and content prior to review by the Chief Staff Officer (CSO). Submit award packages to CNATRA per enclosure (1). Submit locally approved awards into NDAWS per enclosure (1).

c. TW-1 CSO. The CSO will review proposed awards and make recommendations to the Commander, Training Wing One (CTW-1).

d. Squadron Administrative Officers and Administrative Support Personnel should be familiar with and adhere to guidance contained in enclosures (1) through (6). Submit awards packages and Squadron approved awards to TW-1 per enclosure (1).

6. Military Cash Awards Program. MILCAP is a Department of Defense (DOD) and Department of the Navy (DON) program to provide a formal channel by which to encourage and recognize achievements that reduce cost and/or improve productivity of the DON and/or its commands. Reference (e) describes the procedures and responsibilities of the command and member whose idea is being recognized. TW-1 encourages full participation in the program in support of advancing the efficiency and capabilities of the command and of recognizing the members responsible for that advancement. All applications for MILCAP awards shall be submitted on OPNAV 5305/1 DON suggestion form and include applicable documentation.



JOHN R. WOOD

Distribution:
COMTRAWINGONEINST 5216.4J List I, II (A- E)

TW-1 PERSONAL AWARD COMPOSITION AND SUBMISSION REQUIREMENTS

1. General. TW-1's goal is to make the awards program as smooth as possible and to efficiently get the awards to their destination. The following guidance is provided to help process awards at TW-1.
2. Package Composition. Every award package must contain two basic components: the Citation and the "Form 1650."
 - a. Citation. Citations must be well written and in compliance with enclosure (3).
 - (1) Proposed Citations are prepared in WORD (.doc) format as both hard and electronic copy.
 - (2) Approved Citations must have the Awarding Authority's signature on the actual certificate, and are prepared as a photocopy with the awardees' full SSN typed in the upper right hand corner.
 - b. Form 1650. The completed Form 1650 must be signed by originator, endorser, and approval authority. The form is prepared in hard copy then scanned as a .pdf at each level to preserve original signatures for further routing. See enclosure (2) for specific details.
3. Routing. Routing of award packages is based on the Awarding Authority:
 - a. Squadron Commanding Officer Approval (e.g. NA). All awards requiring Squadron CO approval will be submitted via internal squadron procedures. The recommended method is via traditional routing folder with hard copy and a CD-RW. Squadrons are responsible for ensuring Squadron approved awards are forwarded to TW-1 Admin to be officially filed into NDAWS per paragraph 5.
 - b. Wing Commander Approval (e.g. NC). All award packages requiring CTW-1 approval will be submitted to the Wing Admin Department. Submit award packages in a traditional routing folder containing both a hard copy printout and a CD-RW. The Wing is responsible to ensure CTW-1 approved awards are filed into NDAWS per paragraph 5.
 - c. CNATRA Approval (e.g. MM, LM, AM). All awards requiring CNATRA approval will be submitted to the Wing Admin Department. Submit award packages in a traditional routing folder containing both a hard copy printout and a CD-RW. Wing Admin will obtain CTW-1 endorsement and electronically submit the package to CNATRA at CNATRA.awards@navy.mil. CNATRA is responsible for ensuring CNATRA approved awards are officially filed into NDAWS.

d. CNAF Approval. All awards requiring CNAF approval will be submitted to the Wing Admin Department. Submit award packages in a traditional routing folder containing both a hard copy printout and a CD-RW. Wing Admin will obtain CTW-1 endorsement and electronically submit the package to CNATRA (CNATRA.awards@navy.mil). CNAF will forward approved awards back to CNATRA for official filing into NDAWS.

4. Suspense. Award packages must be submitted in a timely manner to allow for processing. Required lead times are determined by the awarding authority, relative to the desired date of presentation, as depicted in the table below:

Award Type	Awarding Authority	Package Due to the TW-1 Admin Officer	Package Due to CNATRA Admin Office
NA	Squadron CO	N/A	N/A
NA or NC	CTW-1	30 days	N/A
MM or AM	CNATRA	120 days	90 days
LM	CNAF	150 days	120 days

5. Official Recording Procedure for Approved Awards. The final OPNAV Form 1650/3 (7-04) (front and back side) and a photo copy will be scanned into .pdf format (or any format showing approver's and all endorser's written signatures and date) for submission into NDAWS. Responsibility for submitting approved awards is per the table below:

Awarding Authority	Submission to NDAWS
Squadron CO	TW-1 Admin
CTW-1	TW-1 Admin
CNATRA or Higher	CNATRA Admin

a. For all awardees: If CTW-1, CO VT-7 or CO VT-9 is the awarding authority, the unit administrative department will scan and send the final award package via email to the Wing Admin department.

(1) Annotate the Subject Line as: "Award Package for RANK, LASTNAME, FIRSTNAME MI."

(2) Annotate the CC line with appropriate members of the awardees' chain of command. TW-1 Admin will provide acknowledgment of receipt/custody only via REPLY ALL.

(3) If required, brief comments may be included in the body of the email.

b. For USMC awardees: a signed hard or electronic copy of the citation and Form 1650/3 will be provided to Wing Student Control (Marine Liaison) for further administrative processing via MATSS-1.

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c. For International and non USN/USMC awardees: A signed copy of the citation and the Form 1650/3 will be provided directly to the awardee. The individual awardee is responsible for ensuring the award is properly recorded with the parent service.

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FORM 1650/3 GUIDANCE

1. OPNAV Form 1650/3 revision 7-04, Personnel Award Recommendation, shall be used for all personal award submissions. For brevity it is referred to as "the 1650/3" throughout this instruction and its enclosures.
2. The Form 1650/3 may be downloaded via the NDAWS website: <https://awards.navy.mil>. (The file must be saved as a word document.)
3. Do not confuse the 1650/3 with the 1650/14 which is for unit awards.
4. Accuracy of the Form 1650/3 is paramount. Avoid the following common errors:
 - a. Do not use "N/A" for Not Applicable. The only place on the 1650/3 where N/A may be used is block 18 (CAMPAIGN) and block 18a (OPERATION); however, normally it is best to leave both blocks blank.
 - b. Do not mis-enter Warfare Designators in block 1a (UIC/RUC) or block 7 (DESIG/NEC/MOS). Warfare Designator is block 14: if none, enter 0000.
 - c. Do not leave blocks 1a, 2a, and 17 (UIC/RUC) blank. UICs must appear in those blocks. If SECNAV or OPNAV is the Awarding Authority, block 2a should reflect SECNAV or OPNAV UICs: OPNAV is 00011 and SECNAV is 31707.
 - d. Do not leave block 35 (Summary of Action) blank. The only exception is for NAs; a write-up justifying the award is required for all other awards. The preparation of the SOA is critical. Emphasis should be placed on the specific accomplishments that set the awardee apart from his/her peers. Generalities and excessive use of superlatives should be avoided. Brevity is encouraged. A one page SOA in bullet or outline form is preferred and will suffice in most cases. If needed, additional pages can be used, however, this should be the exception and not the rule. All NA awards for USMC personnel require a bullet summary.

TW-1 FORMAT GUIDANCE FOR PERSONAL AWARDS

1. **Standard Citation Wording:** This section provides standardized header and footer phraseology for each type of award. Use or manipulate parenthetical words as appropriate for the individual's action, gender, or service. The phrase "reflected great credit" is reserved for presidential awards.

a. **Navy and Marine Corps Achievement Medal (NA) -**

"FOR

PROFESSIONAL (or HEROIC) ACHIEVEMENT IN THE SUPERIOR PERFORMANCE OF HIS (or HER) DUTIES WHILE SERVING AS (billet or billets) IN (unit) FROM (month year) TO (month year)...

...(Rank Name)'S (steadfast initiative, loyal devotion/dedication to duty, unrelenting perseverance, outstanding leadership, distinctive accomplishments) REFLECTED CREDIT UPON HIMSELF (or HERSELF) AND WERE IN KEEPING WITH THE HIGHEST TRADITIONS OF (THE MARINE CORPS AND) THE UNITED STATES NAVAL SERVICE."

b. **Navy and Marine Corps Commendation Medal (NC) -**

"FOR

MERITORIOUS (or HEROIC) SERVICE (or ACHIEVEMENT) WHILE SERVING AS (billet or billets) IN (unit) FROM (month year)...

...(Rank Name)'S (steadfast initiative, loyal devotion/dedication to duty, unrelenting perseverance, outstanding leadership, distinctive accomplishments) REFLECTED CREDIT UPON HIMSELF (or HERSELF) AND WERE IN KEEPING WITH THE HIGHEST TRADITIONS OF (THE MARINE CORPS AND) THE UNITED STATES NAVAL SERVICE."

c. **Meritorious Service Medal (MM) -**

"FOR

Outstanding meritorious service (or achievement) while serving as (billet or billets) in (unit) from (month year) to (month year)...

...(Rank Name)'s (steadfast initiative, loyal devotion/dedication to duty, unrelenting perseverance, outstanding leadership, distinctive accomplishments) reflected great credit upon himself (or herself) and were in keeping with the highest traditions of (the Marine Corps and) the United States Naval Service."

d. **Legion of Merit (LM) -**

"FOR

Exceptionally meritorious conduct in the performance of outstanding service while serving as (billet or billets) in (unit) from (month year) to (month year)...

...(Rank Name)'s (steadfast initiative, loyal devotion/dedication to duty, unrelenting perseverance, outstanding leadership, distinctive accomplishments) reflected great credit upon himself (or herself) and were in keeping with the highest traditions of (the Marine Corps and) the United States Naval Service."

e. **Air Medal (AM) -**

"FOR

Meritorious service (or achievement) while in aerial flight as the pilot of T-45C aircraft assigned to Training Squadron (NINE / SEVEN).....

...By his (or her) superior airmanship, critical decision making and exemplary devotion to duty in the face of perilous flying conditions, (Rank Name) reflected (great) credit upon himself (or herself) and upheld the highest traditions of (the Marine Corps and) the United States Naval Service."

2. **Standard Citation Parameters:** Citation documents shall be prepared in accordance with the following table and associated notes:

TYPE AWARD	LM / MM / AM and Higher	NC / NA and Below
FONT	COURIER NEW	COURIER NEW
FONT SIZE	12	10 (Note 1)
MAX # of LINES	23	8-1/3 (Note 1)
ORIENTATION	PORTRAIT	LANDSCAPE
JUSTIFICATION	BLOCK (L&R)	BLOCK (L&R)
LEFT MARGIN	0.7 inch	1 inch
RIGHT MARGIN	0.5 inch	1 inch
TOP MARGIN	1 inch	NA
BOTTOM MARGIN	1 inch	NA
ACRONYMS	NO	YES (Note 2)
SYMBOLS	NO	NO (Note 3)
TEXT CASE	Upper and Lower	UPPER (Note 4)
NUMBERS	(Note 5)	(Note 5)

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Notes:

1. The SECNAVINST standard is 7-1/2 lines however, some latitude is afforded to Commanders. A maximum length of 8-1/3 lines (font-size 10) will allow adequate clearance between the text and the gold seal on the NC/NA certificate.
2. Acronyms, if used, must be commonly accepted; however, military ranks must always be spelled out (e.g. "LIEUTENANT" vice "LT").
3. Symbols must be spelled out (e.g. "percent" vice "%"); however, the dollar symbol (\$) is allowed as the only exception.
4. Ensure your spellchecker is not set to "Ignore Words in Uppercase."
5. Numbers of ten or less should be spelled out (e.g. "four" vice "4"). Numbers of 1,000 or greater should include commas (e.g. "1,234" vice "1234").

**MERIDIAN AREA NAVY LEAGUE AWARD
FOR
FLIGHT INSTRUCTORS OF THE YEAR**

1. The Meridian Area Navy League (MANL) annually presents an award to the outstanding flight instructors assigned to TW-1, providing recognition for the demanding role of the flight instructor. The presentation of the award takes place at the Navy Birthday Ball, usually scheduled in October. Three awards are presented: TW-1 USN Flight Instructor of the Year; TW-1 USMC Flight Instructor of the Year; and TW-1 Reserve Flight Instructor of the Year
2. Squadron Commanding Officers shall submit, not later than 10 September each year, their selection for the MANL Award in the form of a citation. The citation should be forwarded to TW-1 in a smooth format not to exceed 23 typewritten lines (portrait format). Period covered is usually 1 October – 30 September. The award should be based on a combination of the following factors:
 - a. Flight safety
 - b. Awards received during the period
 - c. Contributions to the squadron's mission
 - d. Character, leadership, personality
 - e. Student critiques
 - f. Civic involvement
3. Upon receipt of squadron nominations, TW-1 Admin will coordinate CTW-1 endorsement and, upon approval, ensure citations are forwarded to the MANL President or his representative.
4. In conjunction with the MANL nomination, Squadron nominees should normally be awarded a Navy and Marine Corps Achievement Medal by their respective commands. (Note that NA citations are prepared in landscape vice portrait format.)
5. Additionally, Instructors of the Year should normally be submitted by their respective squadron to CNATRA, via CTW-1, for nomination for the CNATRA Flight Instructor of the Year, per reference (c).

**COMMODORE'S LIST
FOR FLIGHT AND ACADEMIC ACHIEVEMENT**

1. General. The Commodore's List recognizes those Student Naval Aviators who have consistently excelled in both academic and flight phases of Advanced Flight Instruction.
2. Eligibility. Only Student Naval Aviators completing Advanced Strike training are eligible for the Commodore's List.
 - a. Nomination criteria is based on historical Squadron averages, computed in accordance with CNATRAINST 1500.4G:
 - (1) The Commodore's List will reflect the top ten percent.
 - (2) The Commodore's List With Distinction will reflect the top five percent.
 - b. Composite scores are derived from cumulative phase totals from both Intermediate Jet and Advanced Strike phases. All grades will be converted to Standard Score prior to computing the Composite Score.
 - c. Composite Score is computed using 90 percent flight grade and 10 percent academic grade. The table provided in this enclosure reflects this 90/10 weighting of flight and academic standard scores and is used to compute Composite Score. Required Composite scores are:
 - (1) Commodore's List – 63.
 - (2) The Commodore's List With Distinction – 67.
 - d. Immediate disqualification from eligibility shall result from an academic, simulator, or flight down (unsatisfactory event).
2. Nomination. Squadron Commanding Officers submit nominations by name to TW-1 Student Control. The list shall include the names of all eligible students upon completion of training and shall indicate whether or not each student is nominated for the Commodore's List. If a student is refused nomination, a written statement of justification shall be included. Documented deficiencies in military bearing and/or officer-like qualities may be used for refusing a nomination.
3. Approval. Commander, TW-1 has final approval on students selected for the Commodore's List.
4. Action
 - a. Squadron Commanding Officer shall:
 - (1) Submit nominations within five days of completion of training.

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(2) Annotate selection for Commodore's List on the student's fitness report.

b. TW-1 Student Control, in coordination with TW-1 Administrative Department, shall:

(1) Forward nominations to CTW-1 via the CSO.

(2) Notify the appropriate Commanding Officer of students selected.

(3) Prepare Commodore's List Certificates.

(4) Arrange for presentation of Commodore's List Certificates to students at their respective winging ceremony, or as may otherwise be appropriate. Coordinate with Winging Ceremony Coordinator as required.

	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80
Academic	58.0	58.9	59.8	60.7	61.6	62.5	63.4	64.3	65.2	66.1	67.0	67.9	68.8	69.7	70.6	71.5	72.4	73.3	74.2	75.1	76.0
NSS	58.1	59.0	59.9	60.8	61.7	62.6	63.5	64.4	65.3	66.2	67.1	68.0	68.9	69.8	70.7	71.6	72.5	73.4	74.3	75.2	76.1
	58.2	59.1	60.0	60.9	61.8	62.7	63.6	64.5	65.4	66.3	67.2	68.1	69.0	69.9	70.8	71.7	72.6	73.5	74.4	75.3	76.2
	58.3	59.2	60.1	61.0	61.9	62.8	63.7	64.6	65.5	66.4	67.3	68.2	69.1	70.0	70.9	71.8	72.7	73.6	74.5	75.4	76.3
	58.4	59.3	60.2	61.1	62.0	62.9	63.8	64.7	65.6	66.5	67.4	68.3	69.2	70.1	71.0	71.9	72.8	73.7	74.6	75.5	76.4
	58.5	59.4	60.3	61.2	62.1	63.0	63.9	64.8	65.7	66.6	67.5	68.4	69.3	70.2	71.1	72.0	72.9	73.8	74.7	75.6	76.5
	58.6	59.5	60.4	61.3	62.2	63.1	64.0	64.9	65.8	66.7	67.6	68.5	69.4	70.3	71.2	72.1	73.0	73.9	74.8	75.7	76.6
	58.7	59.6	60.5	61.4	62.3	63.2	64.1	65.0	65.9	66.8	67.7	68.6	69.5	70.4	71.3	72.2	73.1	74.0	74.9	75.8	76.7
	58.8	59.7	60.6	61.5	62.4	63.3	64.2	65.1	66.0	66.9	67.8	68.7	69.6	70.5	71.4	72.3	73.2	74.1	75.0	75.9	76.8
	58.9	59.8	60.7	61.6	62.5	63.4	64.3	65.2	66.1	67.0	67.9	68.8	69.7	70.6	71.5	72.4	73.3	74.2	75.1	76.0	76.9
	59.0	59.9	60.8	61.7	62.6	63.5	64.4	65.3	66.2	67.1	68.0	68.9	69.8	70.7	71.6	72.5	73.4	74.3	75.2	76.1	77.0
	59.1	60.0	60.9	61.8	62.7	63.6	64.5	65.4	66.3	67.2	68.1	69.0	69.9	70.8	71.7	72.6	73.5	74.4	75.3	76.2	77.1
	59.2	60.1	61.0	61.9	62.8	63.7	64.6	65.5	66.4	67.3	68.2	69.1	70.0	70.9	71.8	72.7	73.6	74.5	75.4	76.3	77.2
	59.3	60.2	61.1	62.0	62.9	63.8	64.7	65.6	66.5	67.4	68.3	69.2	70.1	71.0	71.9	72.8	73.7	74.6	75.5	76.4	77.3
	59.4	60.3	61.2	62.1	63.0	63.9	64.8	65.7	66.6	67.5	68.4	69.3	70.2	71.1	72.0	72.9	73.8	74.7	75.6	76.5	77.4
	59.5	60.4	61.3	62.2	63.1	64.0	64.9	65.8	66.7	67.6	68.5	69.4	70.3	71.2	72.1	73.0	73.9	74.8	75.7	76.6	77.5
	59.6	60.5	61.4	62.3	63.2	64.1	65.0	65.9	66.8	67.7	68.6	69.5	70.4	71.3	72.2	73.1	74.0	74.9	75.8	76.7	77.6
	59.7	60.6	61.5	62.4	63.3	64.2	65.1	66.0	66.9	67.8	68.7	69.6	70.5	71.4	72.3	73.2	74.1	75.0	75.9	76.8	77.7
	59.8	60.7	61.6	62.5	63.4	64.3	65.2	66.1	67.0	67.9	68.8	69.7	70.6	71.5	72.4	73.3	74.2	75.1	76.0	76.9	77.8
	59.9	60.8	61.7	62.6	63.5	64.4	65.3	66.2	67.1	68.0	68.9	69.8	70.7	71.6	72.5	73.4	74.3	75.2	76.1	77.0	77.9
	60.0	60.9	61.8	62.7	63.6	64.5	65.4	66.3	67.2	68.1	69.0	69.9	70.8	71.7	72.6	73.5	74.4	75.3	76.2	77.1	78.0
	60.1	61.0	61.9	62.8	63.7	64.6	65.5	66.4	67.3	68.2	69.1	70.0	70.9	71.8	72.7	73.6	74.5	75.4	76.3	77.2	78.1
	60.2	61.1	62.0	62.9	63.8	64.7	65.6	66.5	67.4	68.3	69.2	70.1	71.0	71.9	72.8	73.7	74.6	75.5	76.4	77.3	78.2
	60.3	61.2	62.1	63.0	63.9	64.8	65.7	66.6	67.5	68.4	69.3	70.2	71.1	72.0	72.9	73.8	74.7	75.6	76.5	77.4	78.3
	60.4	61.3	62.2	63.1	64.0	64.9	65.8	66.7	67.6	68.5	69.4	70.3	71.2	72.1	73.0	73.9	74.8	75.7	76.6	77.5	78.4
	60.5	61.4	62.3	63.2	64.1	65.0	65.9	66.8	67.7	68.6	69.5	70.4	71.3	72.2	73.1	74.0	74.9	75.8	76.7	77.6	78.5
	60.6	61.5	62.4	63.3	64.2	65.1	66.0	66.9	67.8	68.7	69.6	70.5	71.4	72.3	73.2	74.1	75.0	75.9	76.8	77.7	78.6
	60.7	61.6	62.5	63.4	64.3	65.2	66.1	67.0	67.9	68.8	69.7	70.6	71.5	72.4	73.3	74.2	75.1	76.0	76.9	77.8	78.7
	60.8	61.7	62.6	63.5	64.4	65.3	66.2	67.1	68.0	68.9	69.8	70.7	71.6	72.5	73.4	74.3	75.2	76.1	77.0	77.9	78.8
	60.9	61.8	62.7	63.6	64.5	65.4	66.3	67.2	68.1	69.0	69.9	70.8	71.7	72.6	73.5	74.4	75.3	76.2	77.1	78.0	78.9
	61.0	61.9	62.8	63.7	64.6	65.5	66.4	67.3	68.2	69.1	70.0	70.9	71.8	72.7	73.6	74.5	75.4	76.3	77.2	78.1	79.0
	61.1	62.0	62.9	63.8	64.7	65.6	66.5	67.4	68.3	69.2	70.1	71.0	71.9	72.8	73.7	74.6	75.5	76.4	77.3	78.2	79.1
	61.2	62.1	63.0	63.9	64.8	65.7	66.6	67.5	68.4	69.3	70.2	71.1	72.0	72.9	73.8	74.7	75.6	76.5	77.4	78.3	79.2
	61.3	62.2	63.1	64.0	64.9	65.8	66.7	67.6	68.5	69.4	70.3	71.2	72.1	73.0	73.9	74.8	75.7	76.6	77.5	78.4	79.3
	61.4	62.3	63.2	64.1	65.0	65.9	66.8	67.7	68.6	69.5	70.4	71.3	72.2	73.1	74.0	74.9	75.8	76.7	77.6	78.5	79.4
	61.5	62.4	63.3	64.2	65.1	66.0	66.9	67.8	68.7	69.6	70.5	71.4	72.3	73.2	74.1	75.0	75.9	76.8	77.7	78.6	79.5
	61.6	62.5	63.4	64.3	65.2	66.1	67.0	67.9	68.8	69.7	70.6	71.5	72.4	73.3	74.2	75.1	76.0	76.9	77.8	78.7	79.6
	61.7	62.6	63.5	64.4	65.3	66.2	67.1	68.0	68.9	69.8	70.7	71.6	72.5	73.4	74.3	75.2	76.1	77.0	77.9	78.8	79.7
	61.8	62.7	63.6	64.5	65.4	66.3	67.2	68.1	69.0	69.9	70.8	71.7	72.6	73.5	74.4	75.3	76.2	77.1	78.0	78.9	79.8
	61.9	62.8	63.7	64.6	65.5	66.4	67.3	68.2	69.1	70.0	70.9	71.8	72.7	73.6	74.5	75.4	76.3	77.2	78.1	79.0	79.9
	62.0	62.9	63.8	64.7	65.6	66.5	67.4	68.3	69.2	70.1	71.0	71.9	72.8	73.7	74.6	75.5	76.4	77.3	78.2	79.1	80.0

27 May 09

**MERIDIAN AREA NAVY LEAGUE
GOLDEN STICK AWARD**

1. General. The primary purpose of the Meridian Area Navy League (MANL) Golden Stick Award is to recognize the distinguished graduate from each winging class. While the recognition of every graduate is important, special recognition of outstanding performance enhances command morale and fosters spirited competition. The Golden Stick Award is also intended to showcase MANL's tremendous support for TW-1, Naval Aviation, and the US Navy.

2. Selection. The Golden Stick will be awarded to the top graduate of each combined (VT-7 and VT-9) Winging Class, as determined by Navy Standard Score (NSS) computed at the completion of training. For each Winging cycle, each Squadron Student Control will submit the NSS of each graduate to Wing Student Control for determination of high score. The name and NSS of the winner will be provided to the MANL President not less than two days prior to the Winging ceremony. The Navy League will supply the trophies and will coordinate the engraving of awardees name and NSS.

a. In special cases when more than one graduate has completed training with highly distinguished grades (e.g. above a 300 composite score), Squadron Commanding Officers may coordinate directly with the MANL President to request an additional award for truly deserving individuals.

3. Presentation. The Navy League will provide and present the Golden Stick trophy during the formal winging ceremony. All hands should strive to preserve the element of surprise before the winner is announced at the ceremony.

4. Action

a. Winging Coordinator shall:

(1) Coordinate with both VT-7 and VT-9 Student Control/OPS Admin to determine the projected composite and number of flights remaining for top SNAs from each squadron.

(2) Determine Golden Stick award winner, to be the SNA of winging class with highest composite score.

(3) Submit Golden Stick selection and runner up names, along with composite scores, to TW-1 Operations Officer for verification prior to notifying MANL President.

(4) Submit the approved Golden Stick awardees' name, rank and NSS to MANL President.

b. Squadron Student Control Officers shall:

(1) Coordinate, as required, with Student Control Clerks and Winging Coordinator to provide projected overall composite for top SNA's from each squadron.

c. Wing Operations Officer shall:

(1) Validate Golden Stick award selection submitted by the Winging Coordinator. This may be delegated to Wing Student Control Officer.