

PRIVACY ACT STATEMENT

AUTHORITY: Navy Regulations; OPNAVINST 5354.1 Series

PRINCIPAL PURPOSES: Information is used to effectively execute the Navy Awards Program with command demographics data provided to the Command Managed Equal Opportunity (CMEQ) Manager for tracking purposes as required.

ROUTINE USES: Information is provided to official(s) responsible for all aspects of oversight, management, and administration of the Navy Awards Program and CMEQ Program.

DISCLOSURE: Mandatory.

**NAVAL HOSPITAL BREMERTON
Award Submission and Routing Sheet**

Member nominated for award:

NAME : _____ RANK/RATE : _____ DESIGNATOR : _____
 NEC : _____ WARFARE QUAL : _____ DIRECTORATE : _____

For Command Demographics Purposes Only

GENDER: Male Female LIMDU/TAD: No Yes
 RACE: Caucasian African American Asian/Pacific Islander
 Hispanic American Indian/Alaskan Other

RECOMMENDED AWARD: (Check One)

- Special Act for a Specific Period of Time
- End of Tour (TRF Date: _____ Last Day at the Command: _____)
- Retirement (RET Date: _____ Last Day at the Command: _____)

AWARD TYPE: LOA LOC FLOC NAM NC MSM LOM
 Other: _____

1. ORIGINATOR: (Print Rank/Rate/Name):

Work Center: _____ Extension: _____ Date: _____

2. INTRA-DEPARTMENTAL ROUTING: (Print Rank/Rate/Name and Sign)

- LPO: _____ Date: _____
- LCPO: _____ Date: _____
- DIV-O: _____ Date: _____
- DH/OIC: _____ Date: _____

Approve Disapprove Upgrade/Rewrite Downgrade/Rewrite
 Reason for Disapproval: _____ Needs Stronger Write-up

Other/Comments: _____

3. DIRECTORATE ROUTING: (Print Rank/Rate/Name and Sign)

- DLCPO: _____ Date: _____
- DEPUTY DIRECTOR: _____ Date: _____
- DIRECTORATE AWARDS BOARD REPRESENTATIVE:

Approve Disapprove Upgrade/Rewrite Downgrade/Rewrite
 Reason for Disapproval: _____ Needs Stronger Write-up

Other/Comments: _____

Name/Signature: _____ Date: _____

➤ **DIRECTOR'S RECOMMENDATION:**

Approve Disapprove Upgrade/Rewrite Downgrade/Rewrite

Comments: _____

Name/Signature: _____ Date: _____

N.B. After directorate approval, submit the award package and electronic copies to Awards Desk (HR Department) for Awards Board Review and final routing.