



**DEPARTMENT OF THE NAVY**

NAVY RECRUITING DISTRICT NEW YORK  
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NAVCRUITDISTNYINST 1650.2B

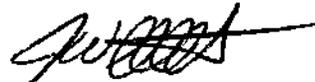
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7 Apr 16

NAVCRUITDIST NEW YORK INSTRUCTION 1650.2B

Subj: COMMAND AWARDS PROGRAM

1. Purpose. To update basic directives.
2. Action. All holders of basic directive are to make the following change:
  - a. Replace Enclosure (2), (3), and (4) in the basic instructions.

  
J. W. STICHT

NAVCRUITDISTNYINST 1650.2B  
7 Apr 16

Monthly Awards

AWARD NAME	AWARD CRITERIA	AWARD DISPOSITION	ITEM/NUMBER
Top Hunter of the Month	Awarded to the Enlisted Recruiter in each numbered Division with the highest number of RIS points for the month with the exception of the Division with the Recruiter of the Month winner.	N/A	Crown Awards Hunter Trophy: TRSHRS 12" Shield Riser Trophy, FIFRMAN Frontiersman 5 3/4", MYRF03 Pistol Insert, MA20X3CS11 White Marble, ENGTR Eng Gold - 1.6" X 2.6" Item #TRSHRS
Leading Chief Petty Officer/ Leading Petty Officer and Station of the Month (Active: Small, Medium, Large)	Awarded to the Active Recruiting Station with the highest performance index per category.	Station - Plaque with all station members' names engraved	Classic Medallics Small engraved plaque (PS 4920) w/ 2" Navy insert #51/2721/G.
Civilian of the Month	The civilian (Federal or Contractor) that has the most positive impact on the command for the month. Nominated by Supervisor, voted on by the Awards Board.	LCPO/LPO - LOC LOC - Federal Civilian/Contractor.	N/A
Enlisted Active Recruiter of the Month (AC)	Awarded to the Enlisted Recruiter with the highest number of RIS points for the month. Not eligible for Top Dog of the Month.	N/A	Classic Medallics (AE 8478) Eagle with Wood Finish Base
General Officer Recruiter of the Month	Highest number of kit submissions for the month.	N/A	Classic Medallics (AE 8478) Eagle with Wood Finish Base
Medical Officer Recruiter of the Month	Highest number of kit submissions for the month.	N/A	Classic Medallics (AE 8478) Eagle with Wood Finish Base
Division of the Month	Awarded to the Division Officer, Division Leading Chief Petty Officer, and Division with the highest performance index. In case of a tie, to be voted on by Awards Board.	N/A	Classic Medallics Small engraved plaque (PS 4917) w/ 2" Navy insert

Quarterly Awards

AWARD NAME	AWARD CRITERIA	AWARD DISPOSITION	ITEM/NUMBER
NSO/NSW Attainment Award	Must make next month's NSO/NSW goal three months in a row prior to the 75% gate.	3-Day Pass for the NSO/NSW team.	N/A
Nuke Shop Attainment	Must make next month's Nuke Mission three Months in a row prior to the 50% gate.	3-Day Pass for the Nuke shop.	N/A
Top Dog of the Quarter	Awarded to the Enlisted Recruiter in each numbered Division with the highest number of RIS points for the Quarter with the exception of the Division with the Recruiter of the Quarter winner.	LOC	Trophies2go.com Resin Bulldog Trophy – Product #10454
Enlisted NSO/NSW/AIRR Recruiter of the Quarter	Highest net NSO/NSW contracts for the Quarter.	LOC	Caviness Mini Paddle w/ options: Design: No Logo. Finish: Varnished, Leather Throng: Yes (MP 18)
Enlisted Nuclear Program Recruiter of the Quarter	Highest net Nuclear Field contracts for the Quarter.	LOC	Classic Medallies 5" Desk Clock with Plate (GF 4496)
Enlisted Recruiter of the Quarter (AC)	Awarded to the Enlisted Recruiter with the highest number of RIS points for the Quarter. Not eligible for Top Dog of the Quarter.	LOC	Classic Medallies Eagle w/wood finish base (AE 7847)
Enlisted Recruiter of the Quarter (RC)	Highest number of RIS points at the end of the Quarter.	LOC	Classic Medallies Eagle w/wood finish base (AE 7847)
Officer Recruiter Heavy Hitter of the Quarter	Awarded to the Officer Recruiter (Medical or General) who achieved the most applications during the Quarter.	LOC	Baseballsavings.com BWP Custom Slowpitch Softball Bat
Enlisted Classifier of the Quarter	Highest number of classifications for the Quarter (minus Nuke and NSO/NSW).	N/A	Classic Medallies Eagle w/wood finish base (AE 7847)
Leading Chief Petty Officer/Leading Petty Officer and Station of the Quarter (Active: Small, Medium, Large).	Awarded to the Active Recruiting Station with the highest performance index per category.	Station – Plaque with all station members' names engraved. LCPO/LPO – Engraved award.	Classic Medallies Small engraved plaque (PS 5897) 7" X 9" Classic Medallies Eagle w/wood finish base (AE 8478)

Quarterly Awards

AWARD NAME	AWARD CRITERIA	AWARD DISPOSITION	ITEM/NUMBER
Leading Chief Petty Officer/Leading Petty Officer and Station of the Quarter (Reserve)	Awarded to the Reserve Recruiting Station that achieved Reserve assigned goal, and also earned the highest number of total RIS points.	Station – Plaque with all station members' names engraved. LCPO/LPO – Engraved award.	Classic Medallics Small engraved plaque (PS 5897) 7" X 9" Classic Medallics Eagle w/wood finish base (AE 8478)
LEADS Station of the Quarter	Attain 100% NCO and the highest percentage of NCO obtained through LEADS for the Quarter. The number of Contracts from local LEADS will break ties.	LCPO/LPO – LOC Station – Mail Out	Classic Medallics Eagle w/wood finish base (AE 8478) LEADS HS Mail Out
Delayed Entry Program (DEP) Leadership Station of the Quarter	Station with exceptional DEP leadership. Voted on by Awards Board. Criteria: - Meet quarterly AC/RC shipping goals. - No in-month losses; out-month attrition below 15%. - DEP meeting attendance greater than 80%.	N/A	Classic Medallics Small engraved plaque (PS 5897) 7" X 9"
General Officer Recruiter of the Quarter	Highest number of ORIS points for the Quarter.	LOC	Classic Medallics Eagle w/wood finish base (AE 7847)
Medical Officer Recruiter of the Quarter	Highest number of ORIS points for the Quarter.	LOC	Classic Medallics Eagle w/wood finish base (AE 7847)
Nuclear Officer Recruiter of the Quarter	Awarded to the Officer Recruiter with the highest net Nuclear Officer applications for the Quarter.	LOC	Classic Medallics 5" Desk Clock with Plate (GF 4496)
Chaplain Officer Recruiter of the Quarter	Awarded to the Officer Recruiter with the highest net Chaplain Officer applications for the Quarter.	LOC	Classic Medallics Precious World Trophy Metal Coated (X 8759)
Diversity Officer Recruiter of the Quarter	Submits the highest number of diversity officer applications for the Quarter.	LOC	Classic Medallics Precious World Trophy Metal Coated (X 8759)

Quarterly Awards

AWARD NAME	AWARD CRITERIA	AWARD DISPOSITION	ITEM/NUMBER
Division of the Quarter	Awarded to the Division Officer, Division Leading Chief Petty Officer, and Division with the highest performance index.	Division – Flag w/ Wooden Flag Pole	Bestcustomflags.com Custom Flag w/ 5'-15/16" Northstarflags.com Budget Wooden Flag Pole
Civilian of the Quarter (Federal & Contractor)	Most positive impact on the command for the Quarter. Nominated by Supervisor and voted on by Awards Board. Must have won "Civilian of the Month" once in that quarter.	DIVO - LOC	Classic Medallics Eagle w/wood finish base (AE 8478)
Community Service and Public Affairs Supporter of the Quarter	Awarded to the command member with the most community service and/or public affairs impact or involvement for the quarter. Voted on by Awards Board.	DLCPO - LOC	Classic Medallics Eagle w/wood finish base (AE 8478)
Civilian of the Quarter (Federal & Contractor)	Most positive impact on the command for the Quarter. Nominated by Supervisor and voted on by Awards Board. Must have won "Civilian of the Month" once in that quarter.	LOC (Federal workers will also receive a 4 hour time-off Award certificate).	N/A
Community Service and Public Affairs Supporter of the Quarter	Awarded to the command member with the most community service and/or public affairs impact or involvement for the quarter. Voted on by Awards Board.	LOC	Classic Medallics World Desk Clock (GF 5417)

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Annual Awards

AWARD NAME	AWARD CRITERIA	AWARD DISPOSITION	ITEM/NUMBER
Enlisted Active Recruiter of the Year	#1 in RIS points at the end of the Fiscal Year.	Be nominated for Region/CNRC's ROY. If not selected as Region/CNRC's ROY, or receiving Sustained Superior Performance Award, they may receive an award voted on by Awards Board.	Classic Medallics Painted Eagle Spread Wings w/ High Rosewood Base (TR 5534)
Enlisted Reserve Recruiter of the Year	#1 in RIS points from prior service new contracts at the end of the Fiscal Year.	Be nominated for Region/CNRC's ROY. If not selected as Region/CNRC's ROY, they may receive an award voted on by Awards Board.	Classic Medallics Painted Eagle Spread Wings w/ High Rosewood Base (TR 5534)
Enlisted NSO/NSW/AIRR Recruiter of the Year	Highest net NSO/NSW/AIRR contracts for the year.	Voted on by Awards Board.	
Enlisted Nuclear Programs Recruiter of the Year	Highest number of net Nuclear Field contracts for the year.	Voted on by Awards Board.	Classic Medallics Clock and Pen Set Rosewood Finish (GF 4881)
Enlisted LEADS Recruiter of the Year	Highest net LEADS contracts for the year.	Voted on by Awards Board.	Classic Medallics Clock and Pen Set Rosewood Finish (GF 4881)
Enlisted Classifier of the Year	Highest number of classifier RIS points for the year (minus Nuke and NSO/NSW).	Be nominated for Region Classifier of the year. If not selected, they may receive an award voted on by Awards Board.	Classic Medallics Painted Eagle Spread Wings w/ High Rosewood Base (TR 5534)

Annual Awards

AWARD NAME	AWARD CRITERIA	AWARD DISPOSITION	ITEM/NUMBER
LEADS Station of the Year	Measured by percent of LEADS contracts to goal to attainment and by conversion ratio. Station must have achieved 100% of assigned NCO.	N/A	Classic Medallics Clock and Pen Set Rosewood Finish (GF 4881)
Station Leading Chief Petty Officer/Leading Petty Officer	Awarded to the LCPO/LPO with highly competitive stats, impressive training ability and high quality admin including kit quality. Voted on by the awards board. S/M/L station of the year is not required but is a significant factor for this award.	LCPO/LPO – Be nominated for Region LCPO/LPO of the year. If not selected, voted on by Awards Board.	Classic Medallics Painted Eagle Wings Up w/ Brown Wood Base (TR 5312)
Station of the Year (Active: Small, Medium, Large)	Awarded to the Active Recruiting Station with the highest performance index per category. In-month loss rate < 3%.	Station – Plaque with all station members' names engraved. LCPO/LPO and Recruiters – LOCs	Classic Medallics Small engraved plaque (PS 1682) 8" X 10"
DLCPO of the Year	Awarded to the DLCPO with highly competitive stats, impressive training ability and high quality admin including kit quality. Voted on by the awards board. S/M/L station of the year is not required but is a significant factor for this award.	DLCPO – Be nominated for Region DLCPO of the year. If not selected, voted on by OPS/AOPS/CR/ACR'S.	Classic Medallics Painted Eagle Wings Up w/ Brown Wood Base (TR 5312) NCM
Leading Chief Petty Officer/Leading Petty Officer and Station of the Year (Reserve)	Awarded to the Reserve Recruiting Station that achieved Reserve assigned goal, and also earned the highest number of total RIS points. In-month loss rate < 3%.	Station – Plaque with all station members' names engraved LCPO/LPO – Be nominated for Region LCPO/LPO of the year. If not selected, voted on by Awards Board. Recruiters – LOCs	Classic Medallics Small engraved plaque (PS 1682) 8" X 10" Classic Medallics Painted Eagle Wings Up w/ Brown Wood Base (TR 5312) N/A

Annual Awards

AWARD NAME	AWARD CRITERIA	AWARD DISPOSITION	ITEM/NUMBER
Division of the Year	Division of the Year will be awarded to the Division Officer, Division Leading Chief Petty Officer, and Division with the highest performance index and < 3% in-month attrition for the FY. The DLCPQ and DIVO of the Year will be voted on by the awards board. Earning the Division of the Year is not required but will be a significant factor in addition to Kit error rates, POSMATCHs, ROAT disclosures, PFA pass rates, and exam pass rates will be taken into account in determining a winner.	DIVO & DLCPQ – Plaque with all division members' names engraved. (Onboard greater than seven months). Recruiters - LOCs	Class Medallics Walnut Finish Plaque with 2" insert (PS 3331)
General Officer Recruiter of the Year	Highest number of ORIS points for the year.	NA	Classic Medallics Painted Eagle Spread Wings w/ High Rosewood Base (TR 5534)
Medical Officer Recruiter of the Year	Highest number of ORIS points for the year.	NA	Classic Medallics Painted Eagle Spread Wings w/ High Rosewood Base (TR 5534)
Diversity Officer Recruiter of the Year	Highest number of diversity officer applications for the year.	Voted on by Awards Board for ties	Classic Medallics Clock & Pen Set Rosewood Finish (GF 4881)
Support Sailor of the Year	Most positive impact and contribution toward command mission during the year. All Active Duty personnel not assigned to a Division are eligible for this award. Nominated by Supervisor and voted on by Awards Board.	NA	Classic Medallics Clock & Pen Set Rosewood Finish (GF 4881)
Civilian of the Year (Federal)	The civilian who has had the most positive impact on the command for the year. Nominated by Supervisor and voted on by Awards Board.	LOC (Time off will be determined by CNRC distribution)	N/A
Contractor of the Year	The contractor who has had the most positive impact on the command for the year. Nominated by Supervisor and voted on by Awards Board.	LOC	Award given by parent company.

Annual Awards

AWARD NAME	AWARD CRITERIA	AWARD DISPOSITION	ITEM/NUMBER
Sustained Superior Performance	IAW ref (a).	IAW ref (a)	N/A
NROTC Recruiter of the Year	Awarded to the NROTC Recruiter with the most submitted High Quality applications during the NROTC season at the time of the Annual Presentation.	Voted on by Awards Board	Classic Medallies Clock & Pen Set Rosewood Finish (GF 4881)
Division Recruiter of the Year	Awarded to the top performing recruiter in each numbered Division by RIS points. The Recruiter of the Year is not eligible for this award.	Voted on by Awards Board	Classic Medallies (AE 3472) Bronze Eagle with Walnut Finish Base
High School Senior Recruiter of the Year	Most IIS contracts for the year.	Voted on by Awards Board	Classic Medallies Beveled Arch Award (JG 172)
Rookie of the Year	Awarded to the Recruiter, Processor, Classifier, or LPTA (must be qualified) who has been on board for less than 12 months. Voted on by Awards Board.	LOC	Classic Medallies (AE 8065) Bronze Eagle with Walnut Finish Base
Special Warfare Officer Recruiter of the Year	Submits the highest number of Officer applications for the Year	LOC	Classic Medallies Precious World Trophy Metal Coated (X 8759)

\*Individuals receiving a 2<sup>nd</sup> or 3<sup>rd</sup> award of the same item/number for an Annual Award, will instead receive a Command Coin from the Commanding Officer (for the 2<sup>nd</sup> Award) and a 4-Day Pass (for the 3<sup>rd</sup> Award).

Special Awards

AWARD NAME	AWARD CRITERIA	AWARD DISPOSITION	ITEM/NUMBER
OPS' Knockout Award	As defined in the monthly goaling letter. Maximum of one award per month.	Double RIS points for next month	Dick's Sporting Goods Boxing Gloves (Blue)
SEAL Officer Recruiter Award	Awarded to the Officer Recruiter who attains a SEAL Officer attainment.	N/A	
Catholic Chaplain Recruiter Award	Awarded to the Officer Recruiter who attains a Chaplain Officer (Catholic) attainment.	N/A	Classic Medallics Beveled Arch Award (JG 172)
Medical Doctor Recruiter Award	Awarded to the Officer Recruiter who attains a Medical Doctor (M.D.) Officer attainment.	N/A	Littman Select Stethoscope (Black) Medisave US LLP ITEM #2290
Nuclear Officer Recruiter Award	Awarded to the Officer Recruiter who attains a Nuclear Officer attainment.	N/A	Navy Exchange USS ENTEPRISE Carrier Coin ITEM 8382082
Good Shipmate Award	Any command member (MIL, CIV, or CTR) who demonstrates remarkable and specific efforts demonstrating Core Values. Example: Policing co-workers to enforce standards; "doing the right thing", requiring moral courage, exceptional customer service, innovative change, selfless mentorship, etc.	3-Day Pass (Military). 4 hour time-off award (Federal Civilians only)	Navy Memorial Store Statuette Lone Sailor w/Seabag Pewter. Limit of 1 statuette per tour.
Captain's Cup Trophy	Awarded to the Division who wins the annual Captain's Cup competition.	Contract employees receive LOC N/A	Classic Medallics Raveenna Series Cup w/ Walnut Finish Cup Base (TR 5799)