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COMSUBLANT/COMSUBPACINST 1650.6E
N002
13 Jul 2023

COMSUBLANT/COMSUBPAC INSTRUCTION 1650.6E

From: Commander, Submarine Force Atlantic
Commander Submarine Force, U.S. Pacific Fleet

Subj: AWARDS SPONSORED BY THE NAVAL SUBMARINE LEAGUE

Ref: (a) DoDD 5500.7 of 29 Nov 07 (NOTAL)

Encl: (1) Awards Sponsored by the Naval Submarine League
(2) Award Submission Format

1. Purpose. To issue procedures for nominating individuals for awards sponsored by the Naval Submarine League in recognition of commendable actions of particular service to the Submarine Force.
2. Cancellation. COMSUBLANT/COMSUBPACINST 1650.6D.
3. Summary of Changes. Revisions have been made to this instruction to add the Allison Stiller Award for Excellence in Submarine Acquisition. This revision should be reviewed in its entirety.
4. Background. The Naval Submarine League is a professional society, composed of military (Active and Reserve) and civilian members, dedicated to enhanced awareness and support of the Submarine Force. Starting in 1986, the Naval Submarine League has presented annual awards to individuals who have made outstanding contributions, or demonstrated performance worthy of special recognition. In 1995, two additional awards were initiated to recognize the officer and enlisted man with the earliest date of Qualification in Submarines serving in a commissioned submarine on the anniversary of the Submarine Force (11 April). In 2000, approval was granted to honor the outstanding Chief of the Boat. The award has been designated the Frank A. Lister Award. In 2006, approval was granted to recognize a student graduate of the Naval Postgraduate School with an Award for Excellence in Undersea Warfare. In 2010, approval was granted to recognize an officer for excellence in Submarine Acquisition with the VADM J. Guy Reynolds Award. In 2023, approval was granted to recognize a civilian for excellence in Submarine Acquisition with the Allison Stiller Award.

5. Awards. The awards are presented to the winners (except Naval Postgraduate winner) during the annual Naval Submarine League Symposium, which is held in the fall in the Washington, DC area. Parent commands are authorized to fund temporary duty travel orders for the award recipients to cover travel and per diem costs associated with attendance to the symposium. The Naval Submarine League will provide meals and free admission to symposium events for the award recipient and one family member. The Naval Submarine League will pay for travel expenses for the family member. Travel orders for the award recipients should indicate that acceptance of meals is authorized under reference (a).

6. Nomination Criteria. Specific criteria for nominations are outlined in enclosure (l). Membership in the Naval Submarine League is not a requirement for nomination for any award and nominations need not be assigned to the command submitting the nomination. Members of the Naval Reserve, supporting the Submarine Force during their active duty periods, are eligible for nomination for all awards except the Darby, Lister and Dolphin Awards. Each nomination must be a single-spaced, typewritten narrative, not to exceed two pages. Nominations must be unclassified and stand-alone.

7. Action. Submarine type commanders will solicit nominations and select one nominee each for the Rear Admiral Jack N. Darby and Master Chief Frank A. Lister Awards and a maximum of five personnel for the remaining awards. Nominations for the Rear Admiral Frederick B. Warder award are not limited to submarine type commanders and will be accepted from all commands whose personnel meet the nomination criteria. Nominations for the VADM J. Guy Reynolds Award and Allison Stiller Award will be submitted by the Team Submarine Chief of Staff and submarine type commanders as desired. Commanders will submit their nominations, with all required information, to COMSUBLANT (N002) no later than 1 June of each year. The nominations must address the period 1 April to 31 March prior to the nomination date.

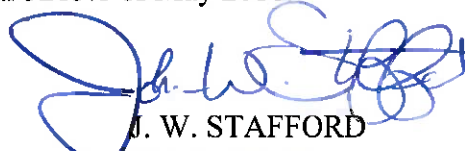
8. Selection. COMSUBLANT will evaluate each nomination received and based upon merits of the information supplied will recommend individual award selectees to the Naval Submarine League no later than 15 July. Final selection of award recipients rests with the Naval Submarine League.

9. Records Management. Records created as a result of this instruction regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

10. Review and Effective Date. Per OPNAVINST 5215.17A, COMSUBLANT and COMSUBPAC will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review

of Instruction. This instruction will be in effect for ten years, unless revised or cancelled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.


B. M. GRABBE
Chief of Staff


J. W. STAFFORD
Chief of Staff

Releasability and distribution:

This instruction is cleared for release with personnel holding a military Command Access Card (CAC) and is available electronically via COMSUBLANT and COMSUBPAC websites at:
<https://flankspeed.sharepoint-mil.us/sites/USFF-CSL-HQ> and
https://flankspeed.sharepoint-mil.us/sites/CPF_CSP/HQ/directives.

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AWARDS SPONSORED BY THE NAVAL SUBMARINE LEAGUE

1. The Naval Submarine League Vice Admiral Charles A. Lockwood Award for Submarine Professional Excellence. This award recognizes Officers (Active or Reserve) for achievement, contribution, specific action or consistent performance, which best exemplifies the traditional spirit embodied in the Submarine Force.

a. Criteria

(1) Nominated individuals (Active or Reserve) must be serving on or recently served on a submarine or other submersible during the nomination period.

(2) Nominated individuals must have accomplished a specific achievement, contribution or action, or demonstrated consistently outstanding service which enhanced the professional conduct of submarining.

b. Award

(1) Plaque appropriately inscribed.

(2) Certificate signed by the Chairman of the Board of the Naval Submarine League and the Commander, Submarine Forces.

2. The Naval Submarine League Chief Paul Golden Saunders Award for Submarine Professional Excellence. This award recognizes Chiefs (Active or Reserve) for achievement, contribution, specific action or consistent performance, which best exemplifies the traditional spirit embodied in the Submarine Force.

a. Criteria

(1) Nominated individuals (Active or Reserve) must be serving on or recently served on a submarine or other submersible during the nomination period.

(2) Nominated individuals must have accomplished a specific achievement, contribution or action, or demonstrated consistently outstanding service which enhanced the professional conduct of submarining.

b. Award

(1) Plaque appropriately inscribed.

(2) Certificate signed by the Chairman of the Board of the Naval Submarine League and the Commander, Submarine Forces.

3. The Naval Submarine League Torpedoman Second Class Henry Breault Award for Submarine Professional Excellence. This award recognizes E6 and below (Active or Reserve) for achievement, contribution, specific action or consistent performance, which best exemplifies the traditional spirit embodied in the Submarine Force.

a. Criteria

(1) Nominated individuals (Active or Reserve) must be serving on or recently served on a submarine or other submersible during the nomination period.

(2) Nominated individuals must have accomplished a specific achievement, contribution or action, or demonstrated consistently outstanding service which enhanced the professional conduct of submarining.

b. Award

(1) Plaque appropriately inscribed.

(2) Certificate signed by the Chairman of the Board of the Naval Submarine League and the Commander, Submarine Forces.

4. The Naval Submarine League Vice Admiral Levering Smith Award for Submarine Support Achievement. This award recognizes specific or continuing submarine support actions, which have most contributed to the furtherance of the spirit or fighting mettle of the Submarine Force. One award will be presented annually to a Navy or Naval Reserve service member, lieutenant commander or junior. All enlisted personnel are eligible. In the context of this award "submarine support" shall include service in submarine support activities, submarine maintenance and training activities, and other such activities engaged in direct support of the operating Submarine Force.

a. Criteria

(1) Nominated individual (Active or Reserve) must be serving or have recently served at a submarine support activity during the nomination period. (Personnel assigned to CSL/CSP headquarters staffs are not eligible).

(2) Nominated individual must have made a noteworthy contribution to the support of the Submarine Force. The focus of the nomination can be personal or professional, leadership or material.

b. Award

(1) Plaque appropriately inscribed.

(2) Certificate signed by the Chairman of the Board of the Naval Submarine League and the Commander, Submarine Forces.

5. The Naval Submarine League Rear Admiral Frederick B. Warder Award for Outstanding Achievement. This award recognizes a specific action, contribution or continuing performance, which most positively influenced the reputation, readiness or future well being of the Submarine Force. One award will be presented annually to a government employee (civilian, Active/Reserve military, lieutenant commander or junior). (All enlisted personnel are eligible.)

a. Criteria

(1) Nominated individual must be a government employee or have been a government employee during the nomination period.

(2) Nominated individual must have made a specific contribution through a special act or sustained superior performance, which has enhanced the reputation, readiness or future well being of the Submarine Force.

b. Award

(1) Plaque appropriately inscribed.

(2) Certificate signed by the Chairman of the Board of the Naval Submarine League and the Commander, Submarine Forces.

6. The Naval Submarine League Rear Admiral Jack N. Darby Award for Inspirational Leadership and Excellence of Command. This award recognizes a submarine officer who has displayed exceptional leadership in command. One award will be presented annually to a submarine commanding officer.

a. Criteria

(1) Nominated individual must be serving in or recently served in command of a submarine during the nomination period.

(2) Nominated individual must have made a conspicuous contribution to leadership in the Submarine Force, by his personal example and demonstrated leadership excellence in command.

b. Award

(1) Plaque appropriately inscribed

(2) Certificate signed by the Chairman of the Board of the Naval Submarine League and the Commander, Submarine Forces

7. The Naval Submarine League Master Chief Frank A. Lister Award for Exceptional Leadership and Motivation while serving as a Chief of the Boat. This award recognizes a submarine Chief of the Boat who has displayed exceptional leadership and motivation of his crew while serving as a Chief of the Boat. One award will be presented annually to a submarine senior or master chief petty officer.

a. Criteria

(1) Nominated individual must be serving as or have recently served as Chief of the Boat in a submarine during the nomination period.

(2) Nominated individual must have made a conspicuous contribution to his command, crew, and the Submarine Force in the areas of morale, welfare, and retention through his personal example and must have demonstrated exceptional leadership as Chief of the Boat.

b. Award

(1) Plaque appropriately inscribed

(2) Certificate signed by the Chairman of the Board of the Naval Submarine League and the Commander, Submarine Forces

8. The Naval Postgraduate School Award. This award recognizes a graduate student for Submarine Excellence in Undersea Warfare. The Naval Post Graduate Chair of Undersea Warfare will chair a selection board consisting of at least three members from the Naval Post Graduate faculty. The committee will meet each August to select a candidate and submit nomination to Commander, Submarine Forces. Award will normally be presented at the September graduation.

a. Criteria

(1) Presented on the basis of academic achievement, thesis research, motivation and professional performance.

(2) Awarded to a resident graduate U.S. Navy student in the Undersea Warfare Curriculum (525/526) at the Naval Postgraduate School.

b. Award

(1) Plaque appropriately inscribed

(2) Letters of recognition from the Chairman of the Board of the Naval Submarine League and the Commander, Submarine Forces

9. Vice Admiral J. Guy Reynolds Award for Excellence in Submarine Acquisition. This award recognizes a member of the Submarine Acquisition Corps who has demonstrated professional excellence in submarine acquisition. One award will be presented annually to an officer in the grade of Commander or Captain.

a. Criteria

(1) Nominated individual must be a member of the Acquisition Corps and must have served in an acquisition coded billet during the period of nomination.

(2) Nominated individual must be qualified in submarines (Supply Corps and ED Dolphin included).

(3) Nominated individual must have made a conspicuous contribution to Submarine Force acquisition in Research & Development, Engineering, Procurement, or Life Cycle Management; shall have demonstrated employment of innovative methods and/or logistics professionalism by contributing to the procurement of new platforms or the development of innovative systems for use by the Submarine Force. Individual efforts or contributions must demonstrate substantial benefit to the Submarine Force.

(4) Contributions of the individual need not be limited to those accomplished during the nomination period, but must be acquisition related.

b. Award

(1) Plaque appropriately inscribed.

(2) Certificate signed by the Chairman of the Board of the Naval Submarine League and the Commander, Submarine Forces.

10. The Allison Stiller Award for Excellence in Submarine Acquisition. This award recognizes a rising member of the Submarine Acquisition Community who has demonstrated professional excellence in submarine acquisition at the GS-13/14 or equivalent level. One award will be presented annually to a rising member of the civilian acquisition workforce.

a. Criteria

(1) Nominated individual must be a member of the Civilian Acquisition Community and must have served in an acquisition coded billet during the period of nomination.

(2) Nominated individual must be a GS-13/14 or equivalent during the period of nomination.

(3) Nominated individual must have made a notable contribution to Submarine Force acquisition in Research & Development, Engineering, Procurement, or Life Cycle Management.

(4) Nominated individual shall have demonstrated acquisition-related accomplishments resulting in clearly identifiable contribution to the Submarine Force (e.g., procurement of new platforms, development of innovative systems for use by the Submarine Force, etc.).

(5) Contributions of the individual need not be limited to those accomplished during the nomination period but must be acquisition related.

(6) The award is to be made to the most deserving individual(s) when considering the entire history of the submarine program.

(7) The award will consist of a citation documenting the circumstances of the accomplishment and a plaque which will be presented by the Chairman of the NSL Board at the League's Annual Symposium. An invitation to the Annual Symposium is also included in the package. The individual's name and picture will be published on the NSL webpage and in The Submarine Review.

(8) Nominations for the award can be made by any organization/supervisor from any government organization with responsibility, past or present, in support of the United States Navy Submarine Service. Where a single contribution was the close cooperative achievement of more than one individual, a group can be nominated for an award. Such nominations are especially encouraged where the individuals represent different sectors within a given organization.

b. Award

(1) Plaque appropriately inscribed.

(2) Certificate signed by the Chairman of the Board of the Naval Submarine League and the Commander, Submarine Forces.

11. Naval Submarine League Distinguished Civilian Award. These awards recognize those select individuals whose work has been of significant importance to the Submarine Force. Undoubtedly, some will be in high visibility positions. Of equal importance are those individuals who are less visible but whose work is best understood and appreciated by their associates on the submarine team.

a. Criteria. There are numerous deserving accomplishments throughout the history of submarines. In the long term, the intended value and prestige of the award dictates no more than two awards annually. The criterion for selecting the achievement to be honored is:

(1) The accomplishment resulted in a clearly identifiable contribution to the submarine program.

(2) The contribution represented a breakthrough directed at, and important to, one or more aspects of the submarine program.

(3) The award is to be made to the most deserving individual(s) when considering the entire history of the submarine program. The Naval Submarine League Executive Committee of the Board of Directors will evaluate the nominations for final approval. The award will consist of a citation documenting the circumstances of the accomplishment and a plaque which will be presented by the Chairman of the NSL Board at the League's Annual Symposium. An invitation to the Annual Symposium is also included in the package. The individual's name and picture will be published on the NSL web page and in The Submarine Review.

(4) Nominations for the award can be made by any organization/supervisor from any government or private organization with responsibility, past or present, in support of the United States Navy Submarine Service. The recipient need not be currently active on the program (posthumous awards are appropriate). Where a single contribution was the close cooperative achievement of more than one individual, a group can be nominated for an award. Such nominations are especially encouraged where the individuals represent different sectors within a given organization.

b. Award

(1) Plaque appropriately inscribed.

(2) Certificate signed by the Chairman of the Board of the Naval Submarine League and the Commander, Submarine Forces.

12. Dolphin Awards. These awards recognize the officer and enlisted serving onboard a commissioned submarine on the anniversary date of the Submarine Force (11 April) who have the earliest dates of qualification in submarines. The Director, Submarine/Nuclear Power Distribution Division of the Bureau of Naval Personnel (PERS-42) will identify the personnel eligible to receive the SILVER DOLPHIN and GOLD DOLPHIN awards. PERS-42 will submit the following data to COMSUBFOR N002: Member's name, Submarine Qualification date, and name of submarine member is serving on board.

a. Criteria

(1) The individuals selected must be serving onboard a commissioned submarine on April 11 of the year selected.

NOTE: Personnel serving on board a New Construction submarine are ineligible.

(2) The individuals selected will be the officer and the enlisted with the earliest date of the designation "Qualified in Submarines."

b. Award

(1) Names inscribed on the perpetual trophies, one for officers and one for enlisted.

(2) A miniature replica of the perpetual trophy.

(3) A certificate of award signed by the Chairman of the Board of the Naval Submarine League and the Commander, Submarine Forces.

(4) Recognition at the Annual Naval Submarine League Symposium.

NOTE: Since these awards are not categorized as performance awards, individuals desiring to attend the Annual Naval Submarine League Symposium are required to personally bear all travel related expenses.

AWARD SUBMISSION FORMAT

1. Cover letter, based on the requirements of enclosure (1), should include the following information and be marked “FOR OFFICIAL USE ONLY-PRIVACY SENSITIVE.”:
 - a. Name of award for which the individual is being nominated.
 - b. Command Point of Contact and phone number(s).
 - c. Personal data concerning the individual:
 - (1) Full Name.
 - (2) Rank/Rate or GS rating.
 - (3) Current Duty Station (if member is transferring prior to September, please identify next command if known).
 - (4) Home of Record.
 - (5) Spouse’s Name (if applicable).
 - (6) Email addresses and phone numbers, both home and work, for each awardee to facilitate contact by Naval Submarine League.
2. Justification for award nomination should be forwarded as enclosure (1) to the cover letter.
 - a. Identify specific action, contribution or continuing performance upon which the nomination is based.
 - b. Outline the impact of the specific action, contribution or performance upon the Submarine Force.
 - c. Explain why the specific action, contribution or continuing performance merits recognition through the presentation of the specific Naval Submarine League award for which the individual is recommended.

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