



## DEPARTMENT OF THE NAVY

COMMANDER SUBMARINE FORCE  
7958 BLANDY RD  
NORFOLK, VA 23551-2492

COMSUBFORINST 6100.1  
N02M/N01M  
10 NOV 09

### COMSUBFOR INSTRUCTION 6100.1

Subj: FORCE COMMANDER HEALTH READINESS UNIT AWARD (GREEN "H")

Ref: (a) OPNAVINST 6110.1 series  
(b) COMSUBFORINST 6000.2 series  
(c) DODINST 6025.19 series

Encl: (1) COMSUBLANT/PAC Green "H" Nomination Form  
(2) COMSUBLANT/PAC Green "H" Nomination Grading Sheet

1. Purpose. To enhance battle readiness by promoting individual command awareness and implementation of programs which will improve overall health and encourage healthy lifestyles for the Sailors of the Submarine Force. This includes but is not limited to encouraging participation in wellness and health promotion initiatives; providing information regarding health promotion resources; and providing formal recognition to commands that excel in establishing and promoting a command climate conducive to a healthy lifestyle.

2. Background. The most effective use of health care resources is in the prevention of disease and injury before it occurs. A significant percentage of all deaths and illnesses in the United States are the result of unhealthy habits and high risk behavior, including high-fat diets, sedentary lifestyle, tobacco use, alcohol abuse, unmanaged stress, high risk sexual behavior, and avoidable work place injuries. Positive lifestyle changes can result in better health and enhanced quality of life. Health promotion in the military has the added benefit of increasing operational readiness and effectiveness, improving morale, and decreasing health care costs.

3. Eligibility. All SUBFOR sea and shore units are eligible for award of the Force Commander Health Readiness Unit Award (Green "H").

4. Specific Requirements. Units that obtain/maintain the following minimum criteria may submit a nomination package for this award:

a. Command Physical Fitness Assessment within periodicity and/or official command waiver documented in PRIMS as per reference (a).

b. Medical Readiness and/or Dental Readiness Inspections within periodicity with no less than a C-2 status as per reference (b).

c. Individual Medical Readiness command annual average above 90 percent as per reference (c).

5. Waivers. The ISIC may recommend waivers of the specific requirements listed above. Waivers must specifically detail the criteria in question; provide details of incident or score, and mitigating circumstances. Submit all waivers with the nomination package to each respective TYCOM. Because the intent of this award is to recognize excellence, waiver requests should be limited to very unusual circumstances.

6. Awarding Period. The qualifying period for this award will be from 1 January to 31 December of each calendar year.

7. Action. The following procedures outline the nomination and awarding process:

a. Commanding Officer

(1) Recommend that the Commanding Officer of each participating unit appoint a Health Promotion Committee chaired by the Executive Officer and whose membership would include at a minimum, the Medical Department Representative who will be the Health Promotion Coordinator, Command Fitness Leader, Food Service representative, Training Officer/GMT Coordinator, MWR representative, Safety Officer, and DAPA.

(2) The Commanding Officer of each participating unit will submit a Fleet Health and Wellness Unit Award (Green "H") nomination application and nomination grading sheet, enclosures (1) and (2), to their respective Type Commander (TYCOM) via their Immediate Superior in Command (ISIC) and Submarine Group (if applicable) not later than 1 November. The following specifics should be briefly addressed in the nomination package:

(a) Total number of crewmembers;

(b) Health promotion initiatives currently in place;

(c) Demonstrate how health promotion initiatives involve three or more departments within the command; i.e., supply/food service, physical readiness coordinator, and medical.

b. Immediate Superior in Command Medical Representatives. ISIC Medical Departments shall review and submit packages with a recommendation to the nominee's Operational ISIC for endorsement.

c. Operational Immediate Superior in Command. Nominations will be reviewed and endorsed by the ISIC and then forwarded to Submarine Group (if applicable). Endorsements will include:

(1) A statement addressing the overall effectiveness of the command health promotion program and identifying features that make it stand out.

(2) Identification of any special innovations which would be beneficial if instituted Force-wide.

d. Submarine Group (if applicable). Nominations will be reviewed and endorsed by Group and then forwarded to TYCOM by 1 December.

e. Commander, Submarine Force

(1) Appoint a board chaired by the cognizant TYCOM Force Medical Officer and including the Force N1, Force Master Chief, and appropriate health promotion subject matter experts to evaluate all nomination applications received and recommend to the Force Commander qualifying candidates for the Force Commander Health Readiness Unit Award.

(2) Upon receipt of all award nominations and evaluation of waiver requests, Force Commanders announce the recipients in conjunction with the annual Battle Efficiency competition message.

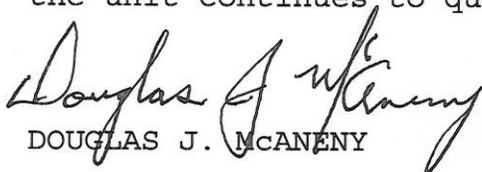
(3) Publish a message by 1 February annually providing lessons learned and notable examples for the GREEN "H" for the previous year.

(4) Publish nomination and grading criteria changes for the next award cycle. Board precepts, established annually, shall include a requirement for continuous improvement of health promotion standards throughout the Force.

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8. Award Presentation. Force Commanders will ensure appropriate ceremony and delivery of the Force Commander Health Readiness Unit Award to units within their respective areas of responsibility.

9. Units Receiving the Force Commander Health Readiness Unit Award. Units receiving the Force Commander Health Readiness Unit Award are authorized, upon receipt of the award, to display the award onboard (submarines) or paint a Green "H" in the appropriate location (submarine tenders, ARDM's). The Green "H" shall be the same dimensions as Command Excellence Awards - 20 inches in length by 25 inches in height, no shadow. Sequential awardees are authorized to paint a green hash mark beneath the Green "H". Those commands awarded the Green "H" five consecutive times are authorized to paint a green star above the Green "H". The Green "H" shall remain so displayed as long as the unit continues to qualify for the annual award.

  
DOUGLAS J. McANENY

  
J. J. DONNELLY

Distribution:

(SNDL Parts 1 and 2)

28K1 Submarine Group and Squadron and Support Unit LANT  
28K2 Submarine Group and Squadron and Support Unit PAC  
29N SSN  
29Q SSBN  
29S NSSC  
32DD Submarine Tender (AS)  
36A ARDM (DRY DOCKS)

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**COMSUBLANT/PAC GREEN "H" NOMINATION FORM**

<b>SECTION ONE - REQUESTING COMMAND INFORMATION AND COMMITTEE MEMBERS</b>							
1. Ship / Station			2. Calendar year				
3. Health Promotion Coordinator			4. Total Crew				
5. HPC E-mail address			6. HPC Phone				
7. Does the command have a Health Promotion Instruction/SOP?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	7a. Date of instruction (Enclose instruction)			
8. If established, name and title of Health Promotion committee (HPC) members: (Enclose Appointment Letters) (Acceptable using one letter or add to Command Collateral Duty List designating entire committee by name)							
Name		Title		Name		Title	
		HP Coordinator (Medical Department Representative)				Command Fitness Leader	
		Training Officer/GMT Coordinator				Safety Officer	
		MWR Representative				DAPA	
		Food Service Representative					
<b>SECTION TWO - INDIVIDUAL MEDICAL READINESS</b>							
9. IMR readiness reports (Enclose IMR Readiness History Report for the current calendar year)		9a. 1 <sup>st</sup> Qtr IMR Average %		9b. 2 <sup>nd</sup> Qtr IMR Average %			
		9c. 3 <sup>rd</sup> Qtr IMR Average %		9d. 4 <sup>th</sup> Qtr IMR Average %			
<b>SECTION THREE - GOALS/PLANS/RESULTS OF HEALTH PROMOTION PROGRAMS</b>							
10. What are the top 3 goals identified by the HPC? (Clearly define goals with measurable outcomes)		10a. Describe the plan and implementation of the programs (e.g. Flyers, one-on-one counseling, or facilitated courses)		10b. What were the results of the program over the year? (Describe results below and enclose documentation to support results)			
<b>SECTION FOUR - HP COMMITTEE MINUTES</b>							
11. If established, does the HPC meet at least quarterly and maintain minutes of each session?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	11a. Do the minutes reflect the goals and progress identified in section three? (Enclose copies of minutes from quarterly meetings)			
<b>SECTION FIVE - COMMAND PHYSICAL READINESS</b>							
		Fall 08	Spring 09		Fall 09		
12. Percentage of crew scoring an overall Outstanding or Excellent (Enclose PRIMS spring and fall command summary report)							
12a. Number/percent of FEP personnel passed spring PFA cycle		Number		Percent			
12b. Number/percent of FEP personnel passed fall PFA cycle				Number	Percent		
12c. PFA/FEP Comments (Explain any negative trends)							

Enclosure (1)

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<b>SECTION SIX - TRAINING</b>		
13. HEALTH PROMOTION PROGRAMS	13a. Percentage of command captured	13b. Enclose Memorandum documenting rate of accomplishment
Suicide Awareness/ Prevention		Command GMT training required
Anger/Stress Management		Command GMT training required
SAVI/Violence Prevention		Command GMT training required
Injury Prevention		Command GMT training required
Operational Risk Management		Command GMT training required
Substance Abuse		Recommended Topic
Heart Disease and Stroke		Recommended Topic
Tobacco Cessation Awareness		Recommended Topic
Sexually Transmitted Diseases & Pregnancy Awareness		Recommended Topic
Nutrition		Recommended Topic
Physical Activity		Recommended Topic
Weight Management		Recommended Topic
Men/Women's Health		Recommended Topic
<b>SECTION SEVEN - FOUR WEEK TOBACCO CESSATION</b>		
14. Tobacco cessation course		
14a. Number of tobacco users participated (Enclose course attendance report)		
14b. Number of successful quitters.		
<b>SECTION EIGHT - AWARE/ADAMS FOR SUPERVISORS TRAINING</b>		
15. AWARE/ADAMS- percent of training completed (Enclose FTMPS report)	15a. Percent of E-1 through E-4 completed training: %	15b. Percent of O-1 through O-3 completed training: %
	15c. Percent of E-5 and above completed ADAMS for Supervisors: %	
<b>SECTION NINE - SAFETY</b>		
16. Safety measures or programs that the command implemented based on safety surveys and recommendations		
<b>SECTION TEN - HEALTH AND WELLNESS EVENTS</b>		
17. Describe command events or activities that directly impacted the health, wellness and well being of the crew. Examples are Health Fairs for Ships, lectures by outside specialists addressing anyone of the Health Promotion training programs. Fleet and Family Service Center, Command Sports day, upgrade of exercise equipment or facilities, Command PT sessions led by "guest" Fitness Specialist, Biggest Loser Weight Loss Competition, revision and improvement of programs unique to the command. (Thoroughly explain events)		
<u>Does not include Navy mandated programs</u>		
<b>SECTION ELEVEN - NEW HEALTH AND WELLNESS GOALS</b>		
18. Identify three Command Health and Wellness goals for the new calendar year		
1.		
2.		
3.		

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**COMSUBLANT/PAC GREEN "H" NOMINATION GRADING SHEET**

Instructions for completion are provided to use as a self assessment tool to ensure all facets of the grading criteria are met.

	Individual points available	Score
<b>SECTION ONE:</b> Command Information.		
<b>Block 7a</b> - Enclose a copy of a Command Health Promotion instruction signed by the current Commanding Officer	5	
<b>Block 8</b> - Health Promotions Committee (Enclose copy of designation letters)	(5) bonus pts	
<b>Section Total:</b>	5	
<b>SECTION TWO:</b> Individual Medical readiness (IMR)		
<b>Blocks 9a through 9d</b> - IMR report (Enclose one IMR from the last month of each quarter)  =>90% = 5 points per quarter  **Enclose a letter justifying if less than 90% will be considered. (e.g. deployment)	20	
<b>Section Total:</b>	20	
<b>SECTION THREE:</b> HP Goals/Plan/Results.		
<b>Block 10b</b> - Goals and progress of Health Promotion Programs (Enclose documentation to support results)	15	
<b>Section Total:</b>	15	
<b>SECTION FOUR:</b> HP Committee Minutes		
<b>Block 11a</b> - Goals listed in minutes showing progress and results (Enclose minutes from each quarter)  1 point each quarter	4	
<b>Section Total:</b>	4	

<b>SECTION FIVE:</b> Command Physical Fitness Assessment Summary (Enclose Command PFA summary report from PRIMS for previous CY fall and following CY spring and fall cycles)		
<b>Block 12</b> - Percentages Outstanding and Excellent PFA Scores per cycle for current calendar year PFA cycles  >/=25% = 3 points 20-24% = 2 points 15-19% = 1 points	3	
<b>Block 12a</b> - Number of FEP personnel passed spring cycle (Points based on percentage of personnel that were enrolled in the FEP program and pass the spring cycle)  >/= 60% = 2 points	2	
<b>Block 12b</b> - Number of FEP personnel passed fall cycle (Points based on percentage of personnel that were enrolled in the FEP program and pass the fall cycle)  >/= 60% = 2 points	2	
<b>Section Total:</b>	7	
<b>SECTION SIX:</b> Training		
<b>Block 13b</b> - Percentage of crew captured for required training topics (Enclose command summary report) =>80% of crew captured = 2 points per program	10	
<b>Block 13b</b> - Percentage of crew captured for recommended training topics (Enclose command summary report) =>80% of crew captured = 1 points per program	(8) bonus pts	
<b>Section Total:</b>	10	
<b>SECTION SEVEN:</b> Four week tobacco cessation classes		
<b>Block 14a</b> - Number of personnel enrolled (Enclose attendance documentation)	9	
<b>Section Total:</b>	9	
<b>SECTION EIGHT:</b> AWARE/ADAMS for Supervisors Training		
<b>Block 15a and 15b</b> - AWARE training for E-1 through E-4, O-1 through O-3 (Enclose FTMPS report) =>90% of crew captured = 6 points 80% - 89% of crew captured = 3 points	6	
<b>Block 15c</b> - ADAMS for Supervisors E-5 and above (Enclose FTMPS report) =>90% of crew captured = 6 points 80% - 89% of crew captured = 3 points	6	
<b>Section Total:</b>	12	

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<b>SECTION NINE: Safety</b>		
<b>Block 16</b> - Safety measures/processes implemented based on safety surveys and recommendations	5	
<b>Section total:</b>	5	
<b>SECTION TEN: Health and Wellness Events</b>		
<b>Block 17</b> - Examples are Health Fairs for Ships, lectures by outside specialists, nutritionists, Fleet and Family Service Center, Biggest Loser Weight Loss Competition, Command sporting events (include description)  1 pt for each separate event (max 5 points)	5	
<b>Section Total:</b>	5	
<b>SECTION ELEVEN: New Health and Wellness Goals</b>		
<b>Block 18</b> - Identify Command Health and Wellness goals for the new calendar year  2 points for each goal (max 8 points)	8	
<b>Section Total:</b>	8	
<b>Total points available:</b>	100	

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