



Navy and Marine Corps Public Health Center  
620 John Paul Jones Circle, Suite 1100  
Portsmouth VA 23708



**2016**  
**Blue H – Navy Surgeon General’s Health Promotion and Wellness Award**  
**Instructions**

(21 March 2016)

1. Background Information.

The **Health Promotion and Wellness Award** is an annual award sponsored by the Navy Surgeon General and managed by the Navy and Marine Corps Public Health Center, as directed in BUMEDINST 6110.13A. This award encourages and rewards the promotion of health in Navy and Marine Corps organizations. Specifically, the FLEET and MARINE CORPS COMMAND versions recognize excellence in workplace primary prevention policies, activities and outcomes. The MEDICAL version recognizes excellence in clinical primary prevention, community health promotion and medical staff health in Navy medical organizations. The SEMPER FIT version recognizes excellence in community health promotion by Marine Corps SEMPER FIT Programs.

The Blue H website is:

<http://www.med.navy.mil/sites/nmcphc/health-promotion/Pages/blue-h.aspx>

2. Reporting Period.

The reporting period is 1 January – 31 December. Commands should include only policies and activities which were in place or conducted during this time period when scoring their application. The application must be submitted by 1 February of the next year to qualify.

3. Eligibility.

All Navy and Marine Corps commands may participate.

Navy Medical Treatment Facilities will use the MEDICAL criteria.

Medical Battalions, occupational health clinics, small patient-care centers and stand-alone dental health commands may apply using the MEDICAL criteria or the FLEET or Marine Corps Command criteria. The Medical criteria are appropriate only if the application is based on community-level health, patient primary prevention services and staff health. The Fleet Criteria and Marine Corps Command Criteria are appropriate if the application is based solely on staff health policies and activities.

USMC non-medical commands should use the “Marine Corps Command” criteria.

SEMPER FIT Centers will use the SEMPER FIT criteria.

All other commands, including Military Sealift Command, Navy shore commands and Navy Reserve Navy Operational Support Commands (NOSC), will use the FLEET criteria.

4. Combined Applications:

**Medical Treatment Facilities (MTF):** any medical clinic, geographically separated from the parent MTF, which is led by an OIC or Department Head, must submit independently of their parent MTF. The "CO, Letter" can be signed by either the clinic OIC or the parent MTF CO. The spirit of this requirement is that geographically separated units must, of necessity, conduct their own community-level and staff-level

wellness activities. The MTF and their respective Branch Health/Medical/Dental Clinics are free to take credit for any activity, policy, programs or staff training criterion that are truly "shared". The parent MTF will receive bonus points for each subordinate clinic that submits (3 points for each clinic).

**Navy Fleet Commands:** For geographically separated fleet commands and detachments, the Detachment Officer in Charge (rather than the geographically separated parent command) should validate the accuracy of the Blue H application and sign the "CO Letter".

**Navy Reserve Commands:** NOSC health promotion efforts (and their Blue H scores) should be based on policies and activities for all members of all UICs attached to that NOSC – not just the full time staff. Navy Reserve Operational Health Support Unit (OHSU) headquarters and detachments should support the NOSC health promotion efforts and support the NOSC Blue H application. OHSUs (or other Reserve units) may not apply for the Blue H independently of their NOSC. If desired by the NOSC Commanding Officer, both the NOSC and OHSU detachment(s) may be named in the award announcement. NOSC CO's may request exceptions to this rule for unique circumstances such as geographically isolated detachments.

## 5. Standards.

For each criterion, a minimal "pass" standard has been adopted. These thresholds were developed by a working group hosted by NMCPHC and are intended to be challenging but achievable. Commands are awarded points for achieving or exceeding these standards.

If a criterion is not applicable to a command, that command will be awarded the maximum number of points for that criterion. For example, if a command has no enlisted Sailors, the CSADD Chapter criterion would be non-applicable and the applicant should take the full points as if they do have a CSADD Chapter.

- **BRONZE ANCHOR:** Every organization that submits a report will receive at least the BRONZE ANCHOR level award.

- **SILVER EAGLE:**

To achieve the SILVER EAGLE level award, a **MEDICAL** command must accumulate at least 50% of the total available points for every CATEGORY and TOPIC; and must earn a minimum of 50% of the total available points. The Medical-version categories are (1) Clinical Primary Prevention Practice (primary care health behavior assessment), (2) Community Health Services (community assessment and support), and (3) Staff Health. The topics within Staff Health are policy/risk assessment, alcohol abuse prevention, injury prevention, nutrition, physical activity, sexual health, mental health, tobacco use, and weight management.

To achieve the SILVER EAGLE level award, a **FLEET** or **Marine Corps** command must accumulate at least 50% of the total available points in each of the topic areas and must earn a minimum of 50% of the total available points. The Fleet-version criteria topics are policy/risk assessment, alcohol abuse prevention, injury prevention, nutrition, physical activity, sexual health, psychological health, tobacco use, and weight management.

To achieve the SILVER EAGLE level award, a **SEMPER FIT** Program must accumulate at least 50% of the total available points in each of the topic areas and must earn a minimum of 50% of the total available points. The SEMPER FIT -version criteria topics are HP partnerships, assessment and evaluation, HP tools, nutrition, alcohol and drug abuse prevention, tobacco prevention and cessation, physical fitness, psychological health, sexual health, disease prevention, injury prevention, community outreach and staff training.

- **GOLD STAR:**

To achieve the GOLD STAR level award, a **MEDICAL** command must accumulate at least 50% of the total available points for every CATEGORY and TOPIC; and must earn a minimum of 80% of the total available points. Additionally, the following criteria must be met: All Health Promotion (HP) staff members (civilian and military E-6 and above) at all MTFs and branch clinics who are in a position as a Health Promotion Coordinator, Director or Health Promotion Department Head or are in a billet as a Public Health Educator must have successfully completed the three-day NMCPHC Navy HP & Wellness Course (or the previous Cooper-version Navy HP Director and Certification Course) within the past 10 years. HP staff E-5 and below must have completed the on-line Navy Health Promotion Basics Course, Level I on NKO within the past 10 years. Information regarding either training can be found at: <http://www.med.navy.mil/sites/nmcphc/health-promotion/Pages/health-promotion-training.aspx>

To achieve the GOLD STAR level award, a **FLEET** or **Marine Corps** command must accumulate at least 50% of the total available points in each of the topic areas and must earn a minimum of 80% of the total available points. Additionally, the lead Health Promotion Coordinator or Director must have successfully completed either the three-day NMCPHC Navy HP & Wellness Course (or the previous Cooper-version Navy HP Director and Certification Course) or the online Navy Health Promotion Basics Course, Level I on NKO within the past 10 years. Information about training can be found at: <http://www.med.navy.mil/sites/nmcphc/health-promotion/Pages/health-promotion-training.aspx>

To achieve the GOLD STAR level award, a **SEMPER FIT** Program must accumulate at least 50% of the total available points in each of the topic areas and must earn a minimum of 80% of the total available points.

## 6. Submission Process.

A blank criteria set / worksheet (MEDICAL, FLEET, Marine Corps or SEMPER FIT) may be accessed from the Blue H website. A person designated by the Commanding Officer/ Officer in Charge (OIC) or Semper Fit Director of the participating command will **download and save** a copy of the Excel criteria set/worksheet. Use this worksheet during the year to plan and track your Blue H activities and scores.

When to submit your application: Submissions are accepted beginning on 1 January and are due by COB **1 February**. Requests for an extension of this due date may be granted but must be requested via email to NMCPHC before the due date.

How to submit your application:

A. Send an email to the Blue H manager at <mailto:Michael.r.macdonald2.civ@mail.mil> with these attachments:

1. Your completed and CO-approved **criteria worksheet** (*in Excel format*).
2. A **signed/scanned letter from the Commanding Officer** (or SEMPER FIT Director; or Officer in Charge for geographically separated fleet or Marine Corps commands) which validates the accuracy of the application. A sample "CO Letter" may be downloaded from the Blue H homepage.
3. Your HRA "CO Reports" (one for Military Staff plus one for Civilian Staff if more than 10 GS civilians are assigned).
4. For GOLD STAR applications:
  - Medical: submit the name of all HPW full time staff members and HP Training Certificates appropriate for their military rank/civilian grade.

- Fleet or Marine Corps Command: submit name of HP Coordinator and HP Training Certificate for Navy HP Basics Course, Level I or Navy HP & Wellness Course Certificate.
- B. ***In addition*** to the e-mail described above, enter your scores into the official **on-line application** found on the Blue H home page. CaC card access is required. This on-line application will provide you with immediate feedback about your Blue H score. Commands lacking internet-with-CaC card access may request a waiver for this step.\*
- C. Award submissions will be acknowledged by return email from NMCPHC. It is the responsibility of the applicant to **verify** that their application has been received by NMCPHC.
- D. Please invite one person from your command to complete the Blue H customer feedback questionnaire at: <https://survey.max.gov/651967>

\*Note: The purpose of the worksheet is to enable the applicant to plan and track activities during the year and to brief leaders on the state of their HPW program. The scores can then be easily transcribed into the official on-line application at the end of the year. The purpose of sending the worksheet to NMCPHC is to provide a back-up of the applicant's scores in case of missing or lost data in the official on-line application.

## 7. Quality Review Process.

The Blue H Award Manager will forward the list of the 2013 Blue H Award applicants on to the QA committee. The list will be submitted alphabetically by command name. Using that list, the number of award packages that will need to be reviewed from both the Fleet, Marine Corps and Medical categories to meet the selection pool of 10% Silver and 25% Gold Level submissions will be determined. The commands will then be numerically selected from the list, starting with the first command alphabetically, until the predetermined number of commands is reached. The initial QA process will be completed by the QA committee by 15 February. The criteria that will be reviewed for QA will be the following:

- -Fleet Criteria:
  - --HP Training Requirement for Gold level
  - --FMCHRA Completion Rate for Military and Civilian Staff (if appropriate) vs. points taken
  - --Crews into Shape Teams vs. points taken
- -Medical Criteria:
  - --HP Training Requirement for Gold level
  - --FMCHRA Completion Rate for Military and Civilian Staff (if appropriate) vs. points taken
  - --Crews into Shape Teams vs. points taken
  - --Command website links to Command HPW page
  - --Command HPW webpage links to other HPW resources (links) specifically identified in the Blue H Award criteria.

In instances where the QA committee is unable to verify the points taken for any of the selected criteria, the point of contact listed in the application will be contacted and given the opportunity to clarify and submit additional information no later than 10 March.

## 8. Notes about the Fleet and Marine Corps Health Risk Assessment (HRA).

- The criteria include health risk outcome measures which reveal the current risk behavior of command personnel. These criteria are based on the results of the Fleet and Marine Corps Health Risk Assessment (FMCHRA). This tool is web-based, free and completely anonymous. Ships may request the CD version if connectivity to the internet is a frequent issue. It takes an individual less than 5 minutes to complete the questions. Members should complete the

FMCHRA once each year. This should occur during the Periodic Health Assessment but if not, then it can also be completed at any time the command dictates, such as birth month, safety stand-down day, etc. Commands will designate an “administrator” who can retrieve the FMCHRA summary data and print a Commanding Officer’s Report.

- The Commanding Officer Report informs leaders and managers about the current levels of risk behavior among the command and can help direct future command-level efforts. Administrators can also measure changes in health risks over time. Risk is assessed as either “healthy” or “unhealthy.”
- Organizations which have more than one UIC may print either individual command reports or a consolidated report that includes multiple UICs. Commanding Officer Reports can be generated for military members, civilian employees, or both.
- Points are awarded separately for FMCHRA completion rates among a command’s military and civilian personnel.
- No points are awarded for any of the criteria which utilize MILITARY FMCHRA data unless 50% or more of the MILITARY members assigned completed the FMCHRA during the calendar year.
- No points are awarded for any of the criteria which utilize CIVILIAN FMCHRA data unless 25% or more of the CIVILIAN (not including contractor) members assigned completed the FMCHRA during the calendar year.
- NOTE: Reserve Health Risk Assessment (HRA) Reports. To generate a NOSC Commanding Officer’s Report, which includes both drilling members and full-time-staff, the HRA Administrator may log in using the NOSC’s 4-digit NRA number.
- Read more about the FMCHRA at:  
<http://www.med.navy.mil/sites/nmcphc/health-promotion/Pages/hra.aspx>

9. A summary of changes to the criteria is attached.

10. For more information, please contact the Project Manager:

Michael R. (Bob) MacDonald, MS, CHES  
Navy and Marine Corps Public Health Center (NMCPHC)  
620 John Paul Jones Circle, Suite 1100  
Portsmouth VA 23708; (757) 953-0974; DSN 377  
<mailto:Michael.r.macdonald2.civ@mail.mil>

**Blue H  
Navy Surgeon General's Health Promotion and Wellness Award  
2016 Blue H Coaches**

NMCPHC:  
Michael R. (Bob) MacDonald, MS, CHES  
Navy and Marine Corps Public Health Center  
757-953-0974  
[michael.r.macdonald2.civ@mail.mil](mailto:michael.r.macdonald2.civ@mail.mil)

But - you can also tap into the real world Blue H experiences of our awesome volunteer Blue H Coaches. They are:

AIRCRAFT CARRIER BLUE H COACH (thru June 2016)  
LT Elizabeth Plowman  
USS TRUMAN  
[plowmaej@cvn75.navy.mil](mailto:plowmaej@cvn75.navy.mil)

AIRCRAFT CARRIER BLUE H COACH (as of July 2016)  
Myra Maresh, PT, DPT, MSES  
LT MSC USN  
Ship's Physical Therapist  
USS GEORGE WASHINGTON (CVN 73)  
J-Dial: 7733  
Email: [myra.maresh@cvn73.navy.mil](mailto:myra.maresh@cvn73.navy.mil)

SURFACE SHIP BLUE H COACH  
LT Raza P. Beg MSC, USN  
Medical Administration Officer  
USS Essex (LHD-2)  
Unit 100150 BOX 3940  
FPO AP 96643  
Phone: (619) 556-4771  
Mobile: (901) 568-4923  
Email: [raza.beg@lhd2.navy.mil](mailto:raza.beg@lhd2.navy.mil)

SEMPER FIT - HP PROGRAM  
Annette Williams, RN, BS, MBA  
Director, Health & Fitness  
MCAS Cherry Point, NC  
[annette.williams@usmc-mccs.org](mailto:annette.williams@usmc-mccs.org)  
(252) 466-6467/7201

MEDICAL - OCONUS MTF Blue H Coach  
Robert (Bobby) Rowe  
Health Promotion Specialist  
USNH Okinawa, Japan  
DSN (315) 646-7912  
From the US: 011-81-611-746-7912  
[robert.rowe6.civ@mail.mil](mailto:robert.rowe6.civ@mail.mil)

MEDICAL - CONUS MTF Coach  
James Sherrard  
Head, Deployment Health and Wellness Center  
Naval Hospital Pensacola FL  
(850) 452-6326, Ext 4100

[james.w.sherrard.civ@mail.mil](mailto:james.w.sherrard.civ@mail.mil)

MEDICAL - BRANCH HEALTH CLINIC Blue H Coach  
Beth McKinzie RN, CDE  
Branch Health Clinic NSA Mid-South  
(901) 874-6178  
[beth.a.mckinzie.civ@mail.mil](mailto:beth.a.mckinzie.civ@mail.mil)

MEDICAL - MTF-COMMUNITY PARTNERSHIPS Blue H Coach  
and  
DoD-VA MTF Blue H Coach  
David J. Reid  
Health Promotion Coordinator, Federal Healthcare Center  
Chairman, Health Promotion Council, NAVSTA Great Lakes, IL  
3001 Green Bay Road, North Chicago, IL 60064 (mailing address)  
Building 81-H, Naval Station Great Lakes, 60088 (office address)  
david.j.reid@med.navy.mil <mailto:david.j.reid@med.navy.mil>  
1-847-688-1900 x80801

NAVY RESERVE and MEDICAL -NOSC LIASON Blue H Coach  
LCDR Chad Tabatt - NOSC Fargo  
Chad.tabatt@gmail.com <mailto:Chad.tabatt@gmail.com>  
(218) 686-3510

USMC Command Coach:  
Capt Stephanie L. Mills, USMC (R)  
Air Support Control Officer  
Marine Air Support Squadron 6  
252.229.4846  
[stephanie.l.mills@usmc.mil](mailto:stephanie.l.mills@usmc.mil)

**Blue H**  
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**Summary of Changes to the 2016 Blue H Criteria**

**Medical, Fleet and USMC Command:**

2015 HRA-centric criteria scoring levels for civilians and military will be changed in 2016:

- Fleet 33 / 34; USMC 62 and Medical 58 / 59: (seat belts) to 95-100%=2
- Fleet 39 / 40; USMC 63 and Medical 64 / 65: (helmet use) to 95-100%=2
- Fleet 41 / 42; USMC 66 and Medical 66 /67: (safety quip) to 95-100%=2
- Fleet 43 / 44; USMC 27 and Medical 68 /69: (fat food intake) to 63%=2
- Fleet 47 / 48; USMC 29 and Medical 70 / 71: (veggie intake) to 33-49=1; 50-64=3; 65-100=4
- Fleet 45 / 46; USMC 28 and Medical 72 / 73: (fruit intake) to 56-60=1; 61-74=3; 75-100=4
- Fleet 70 / 71; USMC 49 and Medical 95 / 96: (family planning) to 85-92%=1; 93-100%=2
- Fleet 80 / 81; USMC 61 and Medical 104 / 105: (work stress) to 88-100% = 3
- Fleet 94 / 95 and Medical 119 / 120: (smoking UNhealthy) to 13-30%=2; 0-12%=3

Notes: Veggies scores are based on lowest 2014 ave (USMC=32), HP2020 target (50) and highest 2014 ave (Navy 63). Fruit scores based on lowest 2014 ave (USMC = 56), highest ave (Navy = 61) and HP 2020 target (75)

**Medical and Fleet:**

Added New: Did the command market Navy Civilian Employee Assistance Program services to GS civilian staff?"; Required: (a) distribution of OCHR Factsheet "Department of the Navy Civilian Employee Assistance Program Provides Employee Assistance and Work-Life Programs"; (b) distribution of "Navy Civilian Employee Assistance Program Catalog"; (c) information about the Navy Civilian Employee Assistance Program is included in the command newcomer indoctrination checklist and (d) information about the Navy Civilian Employee Assistance Program appeared in at least one "plan of the day/week" note. Yes = 3; resource = DONCEAP <http://donceap.foh.hhs.gov/>

Deactivated 30 Sep 2015 -- ADAMS for Facilitators Course  
Deactivated 30 Sep 2015 -- ADAMS for Supervisors Course  
Active Course -- ADAMS for Leaders (COs, OICs, XO, CMCs, COBs.)  
Active Course -- DAPA Course

Alcohol Aware Course Identification Number (CIN) S-501-0160 --(Mandatory): All Navy personnel shall complete within 2yrs of recruit training or other accession point entry .CIN Deactivated however, Active Course in FLTMPs by same ID# S-501-0100 for tracking Command Delivered Training by Command DAPA (content maintained by the DAPA Course Manager at NETC GST as part of the DAPA Course)  
Fleet 88 and Medical 117: (suicide prevention GMT) activate (was suspended); retain 75% in 2016

Fleet 38 and Medical 60: Delete GMT on domestic violence (there is no 2016 requirement and no 2016 GMT product)  
Fleet 65 and Medical 89: Delete GMT on personal readiness (optional GMT in 2016-2017; also there is no 2016 GMT product)  
Fleet 76 and Medical 100: Delete GMT on EO/Sexual Harassment Grievance Procedures (there is no 2016 requirement and no 2016 GMT product)  
Fleet77 and Medical 101: Delete GMT on Sexual Assault Prevention and Response Awareness (there is no 2016 requirement and no 2016 GMT product)

Fleet 31 and Medical 56: (alcohol GMT): activate (was suspended); retain"75% in 2016" (note - adjust in 2017 to accommodate commands that had high completion rate in 2016, such as 75% over 2016-2017) .  
Change NAVADMIN 213/15; 8 Sep 2015; SUBJ/FY-16 GENERAL MILITARY TRAINING SCHEDULE at:

"Resources to: <http://www.public.navy.mil/bupers-npc/reference/messages/Documents/NAVADMINS/NAV2015/NAV15213.txt>

Fleet 88 and Medical 114: (stress GMT) activate (was suspended); retain "75% in 2016" (note - adjust in 2017 to accommodate commands that had high completion rate in 2016, such as 75% over 2016-2017) . Change NAVADMIN 213/15; 8 Sep 2015; SUBJ/FY-16 GENERAL MILITARY TRAINING SCHEDULE at: "Resources to: <http://www.public.navy.mil/bupers-npc/reference/messages/Documents/NAVADMINS/NAV2015/NAV15213.txt>

Fleet 73 and Medical 99: (sexual health GMT) activate (was suspended); retain "75% in 2016" (note - adjust in 2017 to accommodate commands that had high completion rate in 2016, such as 75% over 2016-2017). Change NAVADMIN 213/15; 8 Sep 2015; SUBJ/FY-16 GENERAL MILITARY TRAINING SCHEDULE at: "Resources to: <http://www.public.navy.mil/bupers-npc/reference/messages/Documents/NAVADMINS/NAV2015/NAV15213.txt>

Added New: Are you using the Go4Green materials (graphics, posters, brochures, table tents). Yes = 3. Resource = <http://hprc-online.org/nutrition/go-for-green/go-for-green-r-for-the-warfighter>

Fleet 104; Medical 133 - Text change "awareness event" to "educational activity": change to read "Did your command offer a weight management education/motivation activity during January (Healthy Weight Month) (preferably) or any other time during the year?"

Fleet #63 and Medical 85, under the list of Resources, replace with:

- CNIC Fitness/Athletic Training Conference
- CNIC/MWR Regional CFL Courses
- NMCPHC HPW Course
- NMCPHC CHOW Course
- MWR Mission Nutrition Course
- ShipShape Program Facilitator Training

### **Medical Only:**

Med 48 - Delete "HP staff E-5 and below must have completed the on-line Navy Health Promotion Basics Course, Level I on NKO within the past 10 years." from "All Health Promotion (HP) staff members (civilian and military E-6 and above) at all MTFs and branch clinics who are in a position as a Health Promotion Coordinator, Director or Health Promotion Department Head or are in a billet as a Public Health Educator must have successfully completed the three-day NMCPHC Navy HP & Wellness Course (or the previous Cooper-version Navy HP Director and Certification Course) within the past 10 years. HP staff E-5 and below must have completed the on-line Navy Health Promotion Basics Course, Level I on NKO within the past 10 years. (Required for Gold Star). Change "resources" to "Navy HP Basics Level I Course on NKO (SUSPENDED FOR 2016) -and- NMCPHC HP and Wellness Course (3-day): <http://www.med.navy.mil/sites/nmcphc/health-promotion/Pages/health-promotion-training.aspx>"

CHANGE MED 45 from: Are MTF civilian staff (not contractors) allowed three hours of work time per week to participate in Health Promotion Program activities? to: Does the command grant excused absence (59 minutes or less per event; not more than 3 hours per week; not more than 3 months in duration) to GS civilian employees to voluntarily participate in command-sponsored health, wellness and fitness programs?" Reference: DON Civilian Human Resources Manual, Subchapter 792.4 (Apr 2005).

Doubled all community-level points in MEDICAL (except "community-wide / base-wide health and wellness committee" which was doubled to 20 points last year)

Medical - Community Level: Did the MTF use the Go4Green materials (graphics, posters, brochures, and/or table tents)? Yes = 6.

MED 111 -- delete from resources the military mentalhealth.org links and add these:  
National Depression Screening day at  
<http://www.mentalhealthamerica.net/conditions/national-depression-screening-day>  
<http://www.mentalhealth.va.gov/depression.asp>  
National PTSD Screening Day  
[http://www.ptsd.va.gov/about/ptsd-awareness/promo\\_materials\\_awareness.asp](http://www.ptsd.va.gov/about/ptsd-awareness/promo_materials_awareness.asp)  
<http://www.ptsd.va.gov/apps/AboutFace/Index.html>

### **Fleet Only:**

Fleet 23 "HPW Training" – SUSPENDED for 2016.

Added New: Does the command grant excused absence (59 minutes or less per event; not more than 3 hours per week; not more than 3 months in duration) to GS civilian employees to voluntarily participate in command-sponsored health, wellness and fitness programs?" Reference: DON Civilian Human Resources Manual, Subchapter 792.4 (Apr 2005).

### **USMC Commands Only:**

Added New: Do fewer than 35% of your MILITARY members report smoking cigars, cigarettes, pipes, hookah, or electronic products (e.g. e-cigarettes, e-hookah, etc.)? 13-30%=2; 0-12%=3

USMC Command - add new to nutrition: Are you using the Fuel to Fight or Go4Green materials (graphics, posters, brochures, and/or table tents). Yes = 3. Resources =  
<http://hprc-online.org/nutrition/go-for-green/go-for-green-r-for-the-warfighter>

### **Semper Fit:**

- SEMPER FIT 29, change the verbiage from "Did you market the Semper Fit Distance Learning Courses?" to "Do you market the Semper Fit Distance Learning Courses on Marinenet?" and under the Resources column, please remove the link and replace it with Marinenet course codes: SFALDRUG00, SFTOBCCESS0, SFSXHEALTH, SFFITNESS0, SFNUTRIT00, SFHYPER000, SFINJURY00.

- SEMPER FIT 22 - moved from "HP Partnerships" to "Health Promotion Tools". Changed verbiage from "Did you manage or assist with an installation-wide TMA's "That Guy" Campaign" to "Are you using the DoD funded "That Guy" campaign materials?" Change scoring from "manage=6/Assist=3" to Yes=3.

- SEMPER FIT Added New: "Are you using Protect What You've Earned?" materials" Yes=3  
Resources: <http://www.usmc-mccs.org/index.cfm/articles/everything-you-need-to-know-to-protect-what-you-ve-earned/>