



DEPARTMENT OF THE NAVY
COMMANDER, NAVAL SURFACE FORCES
2841 RENDOVA ROAD
SAN DIEGO, CALIFORNIA 92155-5490

IN REPLY REFER TO

COMNAVSURFORINST 6100.1C
N01H/
22 May 08

COMNAVSURFOR INSTRUCTION 6100.1C

From: Commander, Naval Surface Forces

Subj: FLEET HEALTH AND WELLNESS UNIT AWARD (GREEN "H")

Ref: (1) OPNAVINST 6110.1H
(2) COMNAVSURFORINST 6000.2A
(3) DODINST 6025.19

Encl: (1) COMNAVSURFOR Green "H" Nomination Form
(2) COMNAVSURFOR Green "H" Nomination Grading Sheet

1. Purpose. To enhance battle readiness by promoting the health, fitness, and mental well-being of active duty Sailors assigned to the Naval Surface Forces (CNSF); to encourage participation in health promotion activities; and to provide formal recognition to SURFOR ships that have excelled in establishing and promoting a command conducive to health promotion.

2. Cancellation. COMNAVSURFORINST 6100.1B.

3. Background. Approximately 65 percent of all premature deaths and illnesses in the United States are the result of avoidable injuries and unhealthy lifestyle habits. Key contributors in an operational setting are stress, lack of exercise, tobacco use and alcohol abuse. Positive changes in lifestyle, safety and behavior can result in better health, enhanced quality of life, and improved military readiness.

4. Eligibility. All SURFOR Ships are eligible for award of the Fleet Health and Wellness Unit Award (Green "H").

5. Disqualifiers. Failure to obtain/maintain the following minimum criteria will preclude a ship from consideration for this award:

a. Command Physical Fitness Assessment within periodicity and/or official command waiver documented in PRIMIS IAW Ref (1).

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

c. Individual Medical Readiness command annual average above 75 percent IAW Ref (3).

6. Waivers.

a. The ISIC or ISIC Medical Representative may recommend waivers of the specific requirements for the award and must include justification for those waivers in the nomination package to CNSF Medical. Since these awards are designed to recognize excellence, waiver requests should be limited to very unusual circumstances. If a waiver is submitted it must specifically detail the criteria in question, provide details of incident or score, and mitigating circumstances.

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

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

a. Commanding Officer. Submit a Fleet Health and Wellness Unit Award (Green "H") nomination application and nomination grading sheet, enclosures (1) and (2), no later than 31 December to their respective Immediate Superior in Command (ISIC) Medical Representative. ISIC Medical representatives shall review and submit packages with a recommendation to the nominee's Operational ISIC no later than 15 January for endorsement. Operational ISICs will forward submissions to CNSF by 31 January. Final eligibility for the Fleet Health and Wellness Unit Award (Green H) will be based upon end of year data (as of 31 Dec).

b. Commands must achieve a 90 percent or higher score based on the grading criteria in enclosure (2) for receipt of the Green "H" award.

c. ISIC Medical Representatives.

CPG 1 MEDICAL - SASEBO
DESRON 14 MEDICAL - MAYPORT
DESRON 15 MEDICAL - YOKOSUKA
EHSPAC - SAN DIEGO
EHSLANT - NORFOLK
MCMRON MEDICAL - INGLESIDE
MIDPAC MEDICAL - HAWAII
RSO NORTHWEST - PACNORWEST

d. Commander, Naval Surface Force

(1) Appoint a board chaired by the Force Medical Officer including appropriate health and wellness promotion subject matter experts to evaluate all nomination applications received and recommend to the Force Commander qualifying candidates for the Fleet Health and Wellness Unit Award.

(2) Upon receipt of all award nominations and evaluation of waiver requests, CNSF Medical will promulgate a message announcing the winners.

(3) Publish a message by 1 April 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.

9. Ships receiving the CNSF Health and Wellness Unit Award are authorized upon receipt of the award to paint a Green "H" on their bridge wing. 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". Previous awardees who did not qualify for this year's award must remove their Green "H".

10. All CNSF shore units are no longer eligible for the Fleet Health and Wellness Unit Award. However, those commands are strongly encouraged to submit to the Navy and Marine Corps Public Health Center (NMCPHC) for the Health Promotion and Wellness Award IAW the NMCPHC Awards website:
<http://www-nehc.med.navy.mil/hp/awards/index.htm>.

P. A. GUMATAOTAO
Chief of Staff

Distribution:
Electronic only via COMNAVSURFOR Directives Web site

COMNAVSURFOR GREEN "H" NOMINATION FORM

SECTION ONE - REQUESTING COMMAND INFORMATION AND COMMITTEE MEMBERS.				
1. Ship / Station.			2. Calendar year: 2008	
3. Health Program 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. Name and certification of Health Promotion committee (HPC) members: (Enclose certifications/appointment letters. Acceptable using one letter or add to Command Collateral Duty List designating entire committee by name.)				
Name	Certification	Name	Certification	
	HP Coordinator		Command Fitness Leader	
	Medical		Safety Officer	
	Training Officer/GMT Coordinator		DAPA	
	MWR			
SECTION TWO - INDIVIDUAL MEDICAL READINESS.				
9. IMR readiness reports. (enclose IMR Readiness History Report for the current calendar year.)		9a. 1 st Qtr IMR Average %		9b. 2 nd Qtr IMR Average %
		9c. 3 rd Qtr IMR Average %		9d. 4 th Qtr IMR Average %
SECTION THREE - GOALS/PLANS/RESULTS OF HEALTH PROMOTION PROGRAMS.				
10. What are the top 3 goals identified by the HPC? Clearly defined 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 <u>enclose</u> documentation to support results.
SECTION FOUR - HP COMMITTEE MINUTES.				
11. 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? <u>Enclose</u> copies of minutes from quarterly meetings.
SECTION FIVE - COMMAND PHYSICAL READINESS.				
12. Percentage of crew score of Outstanding/Excellent categories: <u>Enclose</u> PRIMS spring and fall command summary report.		Fall 07		Fall 08
		Spring 08		
12a. Number/percent of FEP personnel passed spring 2008 PFA cycle:		Number:	Percent:	
12b. Number/percent of FEP personnel passed fall 2008 PFA cycle:				Number: Percent:
12c. PFA/FEP Comments: (Explain any negative trends.)				

SECTION SIX - TRAINING.			
13. Health promotion Programs:	13a. Percentage of command captured.	13b <u>Enclose</u> Memorandum documenting rate of accomplishment.	
Hypertension			
Anger/Stress Management		Command GMT training required	
Substance Abuse			
Suicide Awareness/ Prevention		Command GMT training required	
Tobacco Cessation Awareness			
Sexually Transmitted Diseases & Pregnancy Awareness			
Nutrition			
SAVI/Violence Prevention		Command GMT training required	
Injury Prevention		Command GMT training required	
Men/Women's Health			
Operational Risk Management		Command GMT training required	
SECTION SEVEN - FOUR WEEK TOBACCO CESSATION.			
14. Tobacco cessation course.			
14a. Number of tobacco users participated. <u>Enclose</u> course attendance report.	#:		
14b. Number of successful quitters.	#:		
SECTION EIGHT - AWARE/ADAMS FOR SUPERVISORS TRAINING.			
15. AWARE/ADAMS- percent of training completed. <u>Enclose</u> 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: %		
SECTION NINE - SAFETY.			
16a. Safety Council/Committee meeting conducted quarterly.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<u>Enclose</u> Safety committee minutes from quarterly meetings.
16b. What safety measures or programs did the command implement based on safety surveys and committee recommendations.			
SECTION TEN - HEALTH AND WELLNESS EVENTS.			
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>			
SECTION ELEVEN - NEW HEALTH AND WELLNESS GOALS			
18. Identify three Command Health and Wellness goals for the new calendar year.			
1.			
2.			
3.			

COMNAVSURFOR 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
<u>SECTION ONE</u> - Command Information.		
- <u>Enclose</u> a copy of a Command Health Promotion instruction signed by the current Commanding Officer. Block 7a.	1	
Health Promotions Committee.		
- <u>Enclose</u> copy of certification or designation letters. Block 8.	7	
Section Total:	8	
<u>SECTION TWO</u> - Individual Medical readiness (IMR).		
IMR report.		
- <u>Enclose</u> one IMR from the last month of each quarter. Blocks 9a - 9d. =>90% = 3 points per quarter.	12	
- <u>Enclose</u> letter justifying if less than 90% will be considered. (e.g. deployment)		
Section Total:	12	
<u>SECTION THREE</u> - HP Goals/Plan/Results.		
Goals and progress of Health Promotion Programs.		
- <u>Enclose</u> documentation to support results. Block 10b.	15	
Section Total:	15	
<u>SECTION FOUR</u> HP Committee Minutes.		
- <u>Enclose</u> minutes from each quarter. Goals listed in minutes showing progress and results. Block 11a.	4	
- 1 point each quarter.		
Section Total:	4	

SECTION FIVE - Command Physical Fitness. Assessment Summary. - Enclose Command PFA summary report from PRIMS for previous CY fall and following CY spring and fall cycles. Block 12.		
Percentages Outstanding/Excellent PFA Scores per cycle. Current year PFA cycles. >/=25% = 3 points 20-24% = 2 points 15-19% = 1 points	6	
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	
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	
Section Total:	10	
SECTION SIX - Training.		
Percentage of crew captured. - Enclose command summary report. Block 13b. =>80% of crew captured = 2 points per program.	22	
Section Total:	22	
SECTION SEVEN - Four week tobacco cessation classes.		
- How many enrolled? - Enclose attendance documentation. Block 14a.	5	
Section Total:	5	
SECTION EIGHT - AWARE/ADAMS for Supervisors Training		
AWARE training <u>E-1 through E-4, O-1 through O-3.</u> =>90% of crew captured = 4 points 80% - 89% of crew captured = 2 points Enclose FTMPS report.	4	
ADAMS for Supervisors E-5 and above =>90% of crew captured = 4 points 80% - 89% of crew captured = 2 points Enclose FTMPS report.	4	
Section Total:	8	

SECTION NINE - Safety. If ineligible for CNSF Ship Safety Excellence award - auto disqualifier		
Quarterly Safety Council Meeting Conducted. 1 pt for each qtrly meeting. Block 16c.	4	
Safety measures/processes implemented based on quarterly safety council recommendations. Block 16d.	4	
Section total:	8	
SECTION TEN - Health and Wellness Events.		
Examples are Health Fairs for Ships, lectures by outside specialists, nutritionists, Fleet and Family Service Center, Biggest Loser Weight Loss Competition, command sporting events (WILL REQUIRE EXPLANATION) 1 pt for each separate event (max 5 points)	5	
Section Total:	5	
SECTION ELEVEN - New Health and Wellness Goals.		
1 pt for each goal (max 3 points)	3	
Section Total:	3	
Total points available:	100	