



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
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WASHINGTON, DC 20350-2000

OPNAVINST 3590.11G
N3/N5
14 Mar 2016

OPNAV INSTRUCTION 3590.11G

From: Chief of Naval Operations

Subj: THE ARLEIGH BURKE FLEET TROPHY, MARJORIE STERRETT
BATTLESHIP FUND AWARD AND USS ARIZONA MEMORIAL TROPHY

1. Purpose. To collate information on and issue detailed procedures for affecting the Arleigh Burke Fleet Trophy, the Marjorie Sterrett Battleship Fund Award and United States Ship (USS) Arizona Memorial Trophy; and to provide for distribution of income from the Marjorie Sterrett Battleship Fund. This instruction is being reissued with a new date, updated version and signature authority to meet Chief of Naval Operations' (CNO) age requirement for Office of the Chief of Naval Operations instructions.

2. Cancellation. OPNAVINST 3590.11F.

3. Background

a. Arleigh Burke Fleet Trophy. Admiral Arleigh A. Burke, United States Navy, had a distinguished naval career spanning more than 38 years. The name Arleigh Burke symbolizes the essence of sea power. He made vital contributions in many key warfare areas including: battle efficiency, new tactical concepts, weapon systems, and naval leadership. It is proper that his name be associated with this award which recognizes outstanding improvement in battle efficiency. Funding for the Arleigh Burke trophy was accepted as a gift to the Navy in the 1960s and is administered and distributed by the Department of the Navy Assistant for Administration. The trophy (plaque) is to be funded with these funds and no further gift analysis is required by the awarded command. The trophy is Navy property and must remain with the awarded command.

b. Marjorie Sterrett Battleship Fund Award

(1) This is a fund established in 1917 by the Tribune Association. It was initiated by a contribution which accompanied this letter:

Brooklyn, N.Y.
February 2, 1916

"To the Editor of the New York Tribune

Dear Sir:

I read in your paper every morning a lot about preparedness. My grandpa and my great grandpa were soldiers. If I was a boy I would be a soldier, too, but I am not, so I want to do what I can to help. Mama gives me a dime every week for helping her. I am sending you this week's dime to help build a battleship for Uncle Sam. I know a lot of other kids would give their errand money if you would start a fund. I am 13 years old, and go to Public School No. 9, Brooklyn.

Truly yours,
MARJORIE STERRETT"

(2) Prior to World War II, income from this fund was used to pay prizes annually to turret and gun crews making the highest scores in short-range battle practice, and to submarine crews making the highest scores in torpedo firing. Since the end of World War II, the Navy has emphasized readiness and fitness of the ship rather than competition between individual departments. Accordingly, the income from the trust fund has been used to promote battle efficiency by its payment to ships which stand first in the intra-type battle efficiency competitions. It has been the policy to rotate eligibility for the award annually among various class groupings of ships.

(3) CNO (N3/N5) has preapproved acceptance of up to a \$12,000 award each year from the trustees provided under the terms of the original trusts and awards as a gift to the Navy. Issuance of this instruction must serve as notice that CNO (N3/N5) has accepted each award annually on behalf of the Navy. Therefore, the awarded command need not process the award for

further gift acceptance. Monies received are Navy property and must be deposited following the Navy gift acceptance policy. Consistent with donor's intent, the awarded command may use the money to purchase items as described in subparagraphs 4a through 4c. All monies spent and items purchased must be properly accounted for and all items purchased are Navy property.

c. USS Arizona Memorial Trophy. On behalf of the Secretary of the Navy, the CNO accepted the USS Arizona Memorial Trophy from the citizens of Arizona on 7 December 1987. The trophy is promoted and funded by the Arizona Navy League, USS Arizona Survivors Association, and other fraternal and civic groups in Arizona. Consistent with the mission of USS Arizona, the trophy is awarded for combat readiness competition among ships of the surface force with primary missions in strike warfare, surface fire support, and antisurface warfare. Deputy Chief of Naval Operations for Operations, Plans and Strategy (CNO (N3/N5)) has preapproved acceptance of a miniature replica trophy from the Arizona Navy League each year as a gift to the Navy to be bestowed upon the winning entity. Therefore, the awarded command need not process the award for further gift acceptance. The trophy is Navy property and must remain with the awarded command.

4. Description

a. Arleigh Burke Fleet Trophy

(1) The name of the award is "The Arleigh Burke Fleet Trophy."

(2) The trophy will be in the form of a plaque, which will be awarded annually to one ship or aircraft squadron selected from both Atlantic and Pacific Fleet units and squadrons, as a permanent award to be retained on board.

(3) The award will be given to the ship or aircraft squadron from each coast selected for having achieved the greatest improvement in battle efficiency during the calendar year based upon the battle efficiency competition.

(4) Each trophy award will indicate the parent fleet command, the name of the commanding officer(s) of the ship or squadron, and the competition year awarded.

b. Marjorie Sterrett Battleship Fund Award

(1) The name of the award is "The Marjorie Sterrett Battleship Fund Award."

(2) Winning the battle efficiency is a prerequisite.

(3) The award will be in the form of a monetary contribution to be awarded annually to one ship from each coast. Commanding officers receiving money from the trustee must cause the full amount of such money to be placed in the recreation fund, safeguarded, accounted for, and expended following the current regulations for handling of such funds, and subject to the further provisions that funds must be used primarily for the benefit of enlisted personnel, and for one or more of the purposes listed in subparagraphs 4b(3)(a) through 4b(3)(g):

(a) Athletic equipment, or special equipment, for rifle or pistol teams to be used in competition not connected with preliminary instruction and record practice qualification firing of those weapons, provided the supplies and equipment already furnished by the government for such purposes are not sufficient to meet the needs of the command.

(b) Repairing athletic equipment.

(c) Prizes for athletic and marksmanship competitions with infantry weapons, when such marksmanship competitions are not connected with preliminary instruction and record practice in the qualification firing of those weapons.

(d) Furniture and equipment for recreation rooms, repairs, and replacements thereto, when such furniture, equipment, repairs, and replacements are not otherwise obtainable from the government.

(e) Dances, picnics, parties, and similar recreational activities.

(f) Music and instruments for organized bands and orchestras when such music and instruments are not otherwise obtainable through the government.

(g) Purchasing electronic sound devices such as stereo systems, radios, and similar recreational equipment.

c. USS ARIZONA Memorial Trophy

(1) The name of the award is "The USS ARIZONA Memorial Trophy."

(2) The trophy is made of bronze, stands approximately 3 feet high, and is set in a black marble base. It will be awarded to the ship having achieved the greatest combat readiness in strike warfare, surface fire support, and antisurface warfare, as determined by the CNO, during a 2-year competitive period.

5. Procedures

a. For the Arleigh Burke Fleet Trophy and Marjorie Sterrett Battleship Fund Award, Commander, U.S. Fleet Forces Command (COMUSFLTFORCOM) and Commander, Pacific Fleet (COMPACFLT) are given wide latitude in determining those factors most essential in contributing to the selection of a particular unit for those awards. For the USS Arizona Memorial Trophy, COMUSFLTFORCOM and COMPACFLT will provide the CNO with objective and subjective data to substantiate their nomination for the award. All award nominations for multi-crew ships will specify the winning and nominated crew.

b. It is possible that a winner of the intra-type battle efficiency competition could also win the Arleigh Burke Fleet Trophy, the Marjorie Sterrett Battleship Fund Award, or the USS Arizona Memorial Trophy.

c. The competitive periods for the awards are:

(1) The Arleigh Burke Fleet Trophy - calendar year.

(2) The Marjorie Sterrett Battleship Fund Award - calendar year.

(3) The USS Arizona Memorial Trophy - 2 year competitive periods ending 31 December of each even numbered year.

6. Action

a. Arleigh Burke Fleet Trophy

(1) COMUSFLTFORCOM and COMPACFLT will select annually the ship or aircraft squadron winning the trophy within their fleet and forward the nomination to CNO by 31 March following the competition year.

(2) Type commanders will include a proposed COMUSFLTFORCOM and COMPACFLT letter of commendation for their selected unit as a part of their nomination. A copy of the letter for the winning unit will be forwarded to Director, Operations and Plans (OPNAV (N31)) as a part of the final nomination package.

(3) CNO will announce the winners by message. Following this announcement, COMUSFLTFORCOM and COMPACFLT will present the trophy at an appropriate ceremony on behalf of the CNO. In the event either commander is not available to make the presentation within a reasonable amount of time, he or she may delegate this responsibility to another flag officer within the chain of command.

(4) Fabrication and distribution of trophies to COMUSFLTFORCOM and COMPACFLT will be coordinated by OPNAV (N31).

b. Marjorie Sterrett Battleship Fund Award

(1) The CNO will notify COMUSFLTFORCOM and COMPACFLT in October of each year as to the class grouping of ships from which nominations should be made for that calendar year.

(2) COMUSFLTFORCOM and COMPACFLT will select annually the ship winning the award from the specified ship class per the foregoing, and forward that selection to OPNAV (N31) not later than 31 March following the competition year.

(3) As directed by COMUSFLTFORCOM and COMPACFLT, type commanders will provide nominations and justifications for the unit nominated from that specified ship type.

(4) The CNO will announce the winner of the award by message, certify to the trustee of the fund the names of the

ships selected, and request available funds be equally distributed to the commanding officer of each winning ship.

c. USS ARIZONA Memorial Trophy

(1) COMUSFLTFORCOM and COMPACFLT will submit one nomination by letter to OPNAV (N31) no later than 31 March following the competitive period. Sample factors identified to substantiate nominations should be presented in the format outlined in subparagraphs 6c(1)(a) through 6c(1)(d):

(a) Operational Readiness.

1. Cruise missile tactical qualification.
2. Naval gunfire support scores.
3. Fuel efficiency (Secretary of the Navy Energy Conservation Award input).
4. Retention.
5. Logistics management assessment.
6. Combat systems assessment.
7. Command Excellence Award.

(b) Operational Performance.

1. Deployments.
2. Exercise participation.
3. Projects (CNO, Research Testing Development and Evaluation, etc.) conducted.
4. Other.

(c) Miscellaneous achievements contributing to readiness.

(d) Narrative.

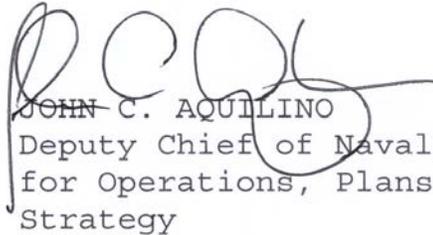
(2) The CNO will select and announce the winner of the USS Arizona Memorial Trophy by message.

(3) Following the award announcement, the CNO will advise the chairperson of the USS Arizona Memorial Trophy Committee by letter of the recipient of the award, along with pertinent selection data.

(4) The winner's administrative intermediate unit commander will conduct an appropriate ceremony and presentation. The intermediate unit commander of each subsequent winner will contact the unit on which the award resides to arrange for transshipment. In addition, all recipients of the USS Arizona Memorial Trophy will receive a miniature facsimile award from the USS Arizona Memorial Trophy Committee for permanent retention on board.

7. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per Secretary of the Navy Manual 5210.1 of January 2012.

8. Reports Control. CNO RCS 3590-18 has been assigned to reporting requirement contained in paragraph 6.


JOHN C. AQUILINO
Deputy Chief of Naval Operations
for Operations, Plans and
Strategy

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