



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

OPNAVINST 11101.46  
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OPNAV INSTRUCTION 11101.46

From: Chief of Naval Operations

Subj: THE ADMIRAL ELMO R. ZUMWALT AWARD FOR EXCELLENCE IN  
LODGING MANAGEMENT

Ref: (a) OPNAVINST 5009.1

1. Purpose. To assign authority and responsibilities for the administration of the Commander, Navy Installations Command (CNIC) Lodging Accreditation Program and the Admiral Elmo R. Zumwalt Award for Excellence in Lodging Management. This instruction is being reissued to reduce the scope of this policy to lodging management and with a new standard subject identification code to more accurately reflect its applicability to facilities and activities ashore. This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 5009.3.

3. Background

a. The Secretary of the Navy (SECNAV) established the Admiral Elmo R. Zumwalt Award for Excellence in Housing and Lodging Management to recognize installations that provide exceptional facilities, amenities and service to their guests. The Zumwalt Award for Excellence no longer applies to housing and now only applies to lodging management. Admiral Elmo R. Zumwalt Award winners are determined based on criteria established by CNIC.

b. The purpose of the CNIC Lodging Accreditation Program is to ensure consistent superior management in all functional areas at every CNIC lodging operation. Reference (a) outlines responsibilities for CNIC lodging management. The performance of each function is measured against operational and program standards. The focus of the CNIC Lodging Accreditation Program is to achieve Department of Defense and CNIC lodging standards. These standards emphasize the importance of all CNIC lodging operations to achieve core standards as established by CNIC.

4. Scope

a. This instruction applies to all CNIC regions, activities, commands and installations worldwide that operate CNIC lodging programs.

b. This instruction does not apply to family housing, unaccompanied housing, or transient personnel units.

5. Responsibilities. CNIC must:

a. Develop and maintain CNIC Lodging Accreditation Program standards.

b. Administer the CNIC Lodging Accreditation Program.

c. Disseminate procedures and standards.

d. Validate all CNIC lodging operations against program standards. All CNIC lodging operations must be reviewed.

e. Manage presentation of the Admiral Elmo R. Zumwalt Award for Excellence in Lodging Management, accreditation awards and individual recognition awards.

6. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per SECNAV Manual 5210.1 of January 2012.



P. H. CULLOM  
Deputy Chief of Naval Operations  
(Fleet Readiness and Logistics)

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