



## DEPARTMENT OF THE NAVY

COMMANDING OFFICER  
NAVAL BASE SAN DIEGO  
3455 SENN ROAD  
SAN DIEGO, CALIFORNIA 92136-5084

NAVBASESANDIEGOINST 5060.4B  
N00MC

AUG 31 2010

### NAVBASE SAN DIEGO INSTRUCTION 5060.4B

Subj: COLOR GUARD DETAIL

Encl: (1) Required Quotas for Color Guard Detail

1. Purpose. To issue procedures and assign responsibility for the Naval Base San Diego (NBSD) Color Guard Detail.
2. Cancellation. NAVSTASDIEGOINST 5060.4A. This is a complete revision and should be read in its entirety.
3. Information. The Color Guard Detail provides services for changes of command and retirement ceremonies for NBSD. The detail also provides services for ceremonial occasions as designated by the Commanding Officer. Enclosure (1) establishes revised manpower requirements for NBSD departments/divisions.
4. Policy. The Color Guard Detail falls under the supervision of the Command Master Chief (CMC).
  - a. The CMC shall select a member of the command to serve as the Color Guard Coordinator.
  - b. It is the responsibility of each department/division to meet required quotas. However, if smaller departments/divisions are undermanned, larger departments may, at the discretion of the CMC be required to provide additional personnel. Color guard functions and practices take precedence over all other departmental responsibilities.
  - c. Departments shall submit the names of newly designated personnel to the Color Guard Coordinator no later than 30 days prior to relieving assigned personnel.
  - d. Assigned personnel shall: be in paygrades E-2 through E-5; must be at least 5'4" tall; have no disciplinary matters pending or adjudicated within past 12 months; have passed the last two tests within last two exam cycles; meet Navy physical readiness standards; and, present the highest standards of military appearance. Limited duty personnel shall not be assigned to the detail.

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e. Uniform requirements for the Color Guard Detail are Service Dress Blue (winter season) or Service Dress White (summer season), slacks and black service shoes. Personnel assigned Color Guard duties are exempted from NBSD duty section requirements.

f. Personnel shall be assigned to the detail for a minimum of six months. During this time, no schools or temporary additional duties shall be assigned.

g. Color Guard practice and muster will be conducted at 1400 every Wednesday at building 72.

5. Action

a. The Color Guard Coordinator of the detail is responsible for ensuring personnel assigned are properly instructed in the performance of their duties and is the primary point of contact for scheduling NBSD Color Guard events.

b. Personnel are financially responsible for issued gear that is lost or stolen. All gear shall be returned when relieved of Color Guard duty.



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REQUIRED QUOTAS FOR COLOR GUARD DETAIL

<u>Department/Division</u>	<u>Color Guard</u>
Admin/Legal	1
Chaplain	1
Port Operations	1
Force Protection	1
Galley	1
Combined Bachelor Housing	1

Enclosure (1)