



DEPARTMENT OF THE NAVY  
JOINT BASE COMMANDER  
JOINT BASE PEARL HARBOR HICKAM  
650 TICONDEROGA ST STE 100  
PEARL HARBOR HI 96860-5102

JEPHHINST 1500.1

JB00

11 Oct 12

JOINT BASE PEARL HARBOR-HICKAM INSTRUCTION 1500.1

From: Commander, Joint Base Pearl Harbor-Hickam

Subj: JOINT BASE PEARL HARBOR-HICKAM NAVY COMMAND INDOCTRINATION

Ref: (a) OPNAVINST 1740.3C

Encl: (1) Command Indoctrination Program Schedule  
(2) Command Indoctrination Program Critiques

1. Purpose. Establish program policy to define requirements for command indoctrination (INDOC). To implement the provisions of reference (a) and issue and prescribe procedures regarding the Navy's INDOC Programs on Joint Base Pearl Harbor-Hickam (JBPHH).

2. Cancellation. NAVSTAPEARLINST 1500.7C

3. Dissemination. Command leadership shall ensure that all incoming active duty naval personnel reporting to JBPHH receive Command INDOC training within 30 days.

4. General

a. It has long been recognized that all newly reported personnel, particularly those who are reporting to their first duty station after completing recruit training or Class "A" School, have a definite need for a complete INDOC program. The Command INDOC Program was initiated to provide newly reporting personnel an introduction to the command by clearly stating command policy while still making the individuals feel that they are becoming an important part of the command. Effective, mandatory INDOC Program represents the difference between good commands and great commands. The return on your up-front investment will pay huge dividends to JEPHH for years to come.

5. Action

a. Joint Base Commander (JBC) shall:

1) Establish a Command INDOC Program to include the delivery of the Navy Pride and Professionalism training per this instruction.

2) Appoint an INDOC coordinator.

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### Navy Pride and Professionalism

1. Introduction to Core Values
2. Decision Making
3. Communication and Conflict Management
4. Mentoring
5. Diversity
6. Equal Opportunity (UPDATED 20 SEP 2011)
7. Violent Crime and Suicide Awareness
8. Military Etiquette and Courtesy
9. Uniform Wear
10. Navy Family Readiness

Required Topics in accordance OPNAVINST 1740.3C

1. Navy Right Spirit Campaign/Alcohol Awareness
2. Personal Financial Management
3. Operational Risk Management
4. Prevention of Sexual Harassment/Sexual Assault
5. Anti-terrorism/Force Protection

### Suggested Topics

1. Military and Family Support Center Services
2. Local Law Enforcement and Neighborhood Watch
3. Emergency Disaster Preparedness
4. Command Career Counselors First Term Workshop
5. Morale Welfare Recreation New Comers Workshop
6. Navy College Tuition Assistance Program
7. Dash Card Program
8. Pearl Harbor Arizona Memorial Tour

d. Command Leadership. Ensure that all incoming active duty naval personnel reporting to JBPHH receive Command INDOC training within 30 days. Attendance is mandatory and requires that designated individuals be excused from their normal duties. A report will be made to the Chief Staff Officer of those personnel who do attend.



J. W. JAMES

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## JOINT BASE PEARL HARBOR-HICKAM

### COMMAND INDOCTRINATION CRITIQUE

Did you receive adequate time to take care of your personal needs prior to checking in for indoctrination?

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

Are you assigned to JBPHH or your reporting command on regular orders or limdu orders?

Did you have a sponsor assigned before reporting to the Command? Yes / No

Did your sponsor communicate with you prior to reporting to the Command? Yes / No

Did your sponsor meet you when you first arrived on island or at the Command? Yes / No

Did you meet JBPHH Commander? Yes / No

Comments: \_\_\_\_\_

Did you meet JBPHH Chief Staff Officer? Yes / No

Comments: \_\_\_\_\_

Did you meet JBPHH Command Master Chief? Yes / No

Comments: \_\_\_\_\_

For the following topics please tell us your thoughts of the information provided:

**Personal Financial Management:**

Outstanding      Above Average      Average      Below Average      Poor

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Comments on specific areas and ideas for improvement:

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How would you rate the Joint Base Pearl Harbor-Hickam Indoctrination Program overall?  
Outstanding Above Average Average Below Average Poor

Do you feel that the presenters and coordinator represented the Command with pride and professionalism? Yes / No

Comments:

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Name (optional): \_\_\_\_\_  
Department: \_\_\_\_\_

Date: \_\_\_\_\_  
Work #: \_\_\_\_\_

On behalf of Joint Base Pearl Harbor-Hickam, we hope that your tour of duty on this beautiful and pristine island is both pleasant and rewarding. Welcome aboard the best place to work and the U.S. Navy's finest and most historic homeport.  
Aloha and Mahalo!