



DEPARTMENT OF THE NAVY  
OFFICE OF THE JUDGE ADVOCATE GENERAL  
WASHINGTON NAVY YARD  
1322 PATTERSON AVENUE SE SUITE 3000  
WASHINGTON DC 20374-5086

IN REPLY REFER TO

JAGNOTE 1650

Code 004

OCT 07 2010

JAG NOTICE 1650

From: Judge Advocate General

Subj: 2010 JUDGE ADVOCATE GENERAL'S LEGALMAN OF THE YEAR  
COMPETITION

Encl: (1) Sample Nomination Format

1. Purpose. To implement the Judge Advocate General's Legalman of the Year (LOY) Competition and provide eligibility criteria and nomination procedures.
2. Discussion. This program is designed to recognize a Sailor serving within the legal community for outstanding achievement, duty performance, leadership, special accomplishments, and overall contributions to command efficiency, morale, and welfare.
3. Eligibility. This program is applicable to active duty Legalmen or other enlisted personnel, serving in pay grades E-6 and below, who are assigned to billets in direct support of the JAG Corps. The inclusive period for nomination is 1 October 2009 to 30 September 2010. This program does not include Sailors assigned to Naval Legal Service Command units (who are covered under the CNLSC Sailor of the Year Program), and it is not intended to replace the Chief of Naval Operations' Sailor of the Year (SOY) Program.
4. Action. Nominations shall be prepared using the format in enclosure (1).

5. Procedure

a. Nominations shall be received by the Judge Advocate General (Code 004) on or before 1 December 2010. Submit scanned packages via email to LNC(SW/AW) Tanica S. Bagmon, email: [tanica.bagmon@navy.mil](mailto:tanica.bagmon@navy.mil). When scanning documents, care must be taken to ensure photographs are clearly visible.

b. Commands desiring to nominate a Sailor who transferred during the selection period may do so, regardless of the billet the candidate may be serving in at the time of nomination.

c. Initial Selection Process. The LOY Board will convene the week of 3 January 2011. The board will review all nomination packages and select three finalists. After notifying the Commanding Officers and Senior Enlisted Leaders, finalists' names will be published via message or other appropriate means.

d. Final Selection Process. Finalists will report to the Office of the Judge Advocate General, Washington Navy Yard, Washington, D.C., under Temporary Additional Duty (TAD) orders for the selection process, interviews, and recognition events. This period of TAD will be from 18 to 21 January 2011. The prescribed uniform is Service Dress Blue. Logistics, funding, and other information concerning the event will be provided through separate correspondence following the announcement of the finalists.

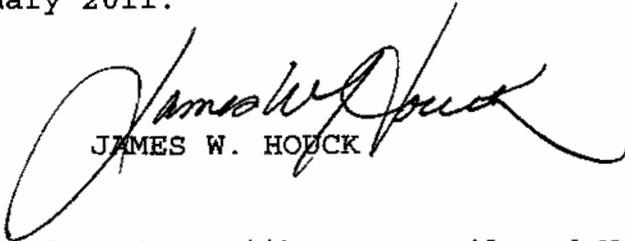
e. The Legalman of the Year will be announced by message or other appropriate means.

6. Nominating Format. Enclosure (1) provides a sample of the correct nomination format. Nomination packages must include a Personal Award Recommendation (OPNAV 1650/3) and draft Navy Commendation Medal citation.

7. Awards. To avoid awards duplication, commands must delay presentation of any related personal awards until after the competition is complete. The LOY will receive the Navy and Marine Corps Commendation Medal. The award will be accompanied by appropriate news releases.

8. Coordination. The coordinator for the LOY Program is LNCM(SW/AW) Christopher J. Browning, OJAG (Code 004), 1322 Patterson Avenue SE, Suite 3000, Washington Navy Yard, Washington, D.C. 20374-5066; (202) 685-5194; email: [chris.j.browning@navy.mil](mailto:chris.j.browning@navy.mil).

9. Cancellation contingency. This notice will be cancelled upon selection of the LOY in January 2011.



JAMES W. HOEBCK

Distribution:

Electronic only, via OJAG Website, <http://jag.navy.mil> and Navy Knowledge On-line, <https://www.nko.navy.mil/>.

OCT 07 2010

## SAMPLE FORMAT

From:  
To: Judge Advocate General (Attn: Code 004)  
Via: (Nominee's Commanding Officer or Officer in Charge)

Subj: 2010 JUDGE ADVOCATE GENERAL'S LEGALMAN OF THE YEAR  
NOMINATION

Ref: (a) JAGNOTE 1650 of

Encl: (1) Information to support nomination (include copies of  
of last three performance evaluations; page 4's  
covering last 3 years; letters of appreciation,  
commendation, or awards received during nominative  
period)  
(2) Biography (narrative format, starting with date and  
place of birth, civilian schooling, military service,  
current assignment, personal awards and medals,  
immediate family members, etc). Limit to one type  
written page single-spaced  
(3) Personal Award Recommendation (OPNAV 1650/3 for Navy  
Commendation Medal)  
(4) Two 5x7, color glossy photographs (one-front and one  
side view), plain background, Service Dress Blue  
uniform, uncovered)

1. Per reference (a), \_\_\_\_\_ is  
nominated as the Outstanding Legalman of the Year (LOY).

2. In addition to enclosures (1) through ( ), the following  
information is provided:

- a. Name (Last, First, MI):
- b. Rate/rank:           SSN:
- c. Present duty station:
- d. Address:           (W)   (H)
- e. Telephone:       (W)   (H)
- f. Facsimile:       (W)   (H)
- g. E-mail:

Subj: 2010 JUDGE ADVOCATE GENERAL'S LEGALMAN OF THE YEAR  
NOMINATION

3. The following additional information is provided:

- a. Date of Birth (YYMMDD):
- b. Active Duty Service Date (ADSD):
- c. Advancement history (give dates):

- (1) E-4:
- (2) E-5:
- (3) E-6:

d. Currently selected for advancement (if **yes**, date to be advanced).

e. If selected as Sailor of the Month/Quarter/Year, give date(s) and command(s).

f. Brief synopsis of significant professional achievements justifying selection.

g. Personal awards.

h. Nominee's off-duty community involvement.

i. List educational background.

(1) Years of formal civilian schooling completed; include degree if attained.

(2) Navy "A", "B" and/or "C" schools completed.

(3) Other self-study educational achievements attained while on active duty (include correspondence courses, extension courses, United States Armed Forces Institute courses, Defense Activity for Non-Traditional Education Support courses, and PACE I and/or II. Exclude training courses required for advancement).

4. Commanding Officer and Command Master Chief/Senior Enlisted Advisor email address and other contact information.

(Signature)

(No "By direction")