



DEPARTMENT OF THE NAVY
NAVAL AIR STATION
22268 CEDAR POINT ROAD
PATUXENT RIVER, MD 20670-1154

NASPAXRIVINST 1601.1
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16 Mar 2021

NAS PATUXENT RIVER INSTRUCTION 1601.1

From: Commanding Officer, Naval Air Station Patuxent River

Subj: UNACCOMPANIED HOUSING ROVING PATROL REQUIREMENTS

Ref: (a) CNIC M-11103.2
(b) OPNAVINST 1752.1C
(c) NAVADMIN 181/13

Encl: (1) Unaccompanied Housing Roving Patrol Standing Orders

1. Purpose. To provide guidance per reference (a) on Naval Air Station (NAS) Patuxent River Unaccompanied Housing (UH) Roving Patrol requirements. Roving patrols will act as a positive presence to promote good order and discipline, foster good decision making, and deter inappropriate conduct or behavior.

2. Cancellation. NASPAXRIVINST 5354.3A

3. Applicability.

a. Roving Patrols (Rovers) shall be conducted in UH complex building 2818 and the surrounding picnic grounds and gazebos. Rovers shall cover each floor of the building.

b. Timing, frequency, and duration of the patrols shall be varied at a minimum of:

(1) Weekdays. This consists of Monday through Thursday between the hours of 2000-0000.

(2) Weekends. This consists of Friday through Sunday between the hours of 2100-0300.

c. Chief Petty Officers are eligible to serve as Roving Patrol personnel. E-6 personnel can perform roving patrol duties for use on the weekend as they are under the supervision of the Duty Resident Advisor (RA).

d. On Friday and Saturday nights, under the supervision of the RA and the assigned Rover, UH residents will be assigned front desk watch with a minimum 1:1 ratio from same command as the Rover.

e. Enclosure (1) provides the minimum requirements and tenant command support requirements for Roving Patrols onboard NAS Patuxent River.

4. Discussion.

a. The primary purpose of a roving patrol is promote the core attributes of the 21st Century Sailor Signature Behaviors. Rover's presence and action are also designed to deter destructive behavior and to prevent and/or deter misconduct. Rovers are present to help maintain good order and discipline, engage the Sailors, and provide guidance, counsel, and assistance.

Navy Core Values & Ethos	Signature Behaviors	Core Attributes		
Honor	Treat every person with respect	I N T E G R I T Y	A C C O U N T A B I L I T Y	I N I T I A T I V E
	Take responsibility for my actions			
Courage	Hold others accountable for their actions			
	Intervene when necessary			
Commitment	Be a leader and encourage leadership in others			T O U G H N E S S
	Grow both personally and professionally every day			
	Embrace the diversity of all ideas, experiences, and backgrounds of all individuals			
Ethos: Integrity	Uphold the highest degree of integrity in professional and personal life			
Ethos: Discipline	Exercise discipline in success through actions and attitudes			
Ethos: Teamwork	Contribute to team success through actions and attitudes			

(Exhibit from Signature Behaviors of the 21st Century Sailor Version 2.0 dated Feb 2020)

5. Action.

- a. Rovers shall look and listen for anything that could develop into a situation report (e.g. potential misconduct at parties, underage drinking, etc.).
- b. Rovers shall engage Sailors throughout the evening. Interaction is necessary to establish a presence of leadership and in order to identify Sailors who are at risk of exhibiting potentially destructive behaviors.
- c. Rovers shall recognize positive behaviors and make every attempt to provide feedback to those involved and to the assigned command of the personnel.

6. Records Management.

- a. Records created as a result of this notice, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000, 2000, and 4000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>. For SSIC 3000 series dispositions, please refer to part III, chapter 3, of Secretary of the Navy Manual 5210.1 of January 2012.
- b. For questions concerning the management of records related to this notice or the records disposition schedules, please contact your local records manager or the DON/AA DRMD program office.

7. Review and Effective Date. Per OPNAVINST 5215.17A, NAS Patuxent River Command Master Chief (CMC) will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 10 years, unless revised or cancelled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.



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Releasability and distribution:

This instruction is cleared for public release and is available electronically only via

<https://directives.navair.navy.mil>

<https://g2.cnrc.navy.mil/CC/Documents/Forms/Directives%20Only.aspx>

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16 Mar 2021

UNACCOMPANIED HOUSING ROVING PATROL STANDING ORDERS

1. General guidance:

a. Rovers shall look and listen for anything that could develop into a situation report during their patrols.

b. The primary purpose of patrol is the prevention of misconduct. Active positive engagement and mentorship are key. Roving Patrols must strive to ensure junior enlisted service members perceive these patrols as helpful.

2. Rovers shall:

a. Resident Advisor patrols: For WEEKDAYS (Monday through Thursday), make at least two separate patrols, at least one hour apart, between the hours of 2000-0000. For WEEKENDS (Friday through Sunday), make at least two separate patrols, at least one hour apart, between the hours of 2000-0000, and at least one patrol between the hours of 0001-0300. Relevant findings and/or incidents shall be logged to provide leaders with the awareness needed to correct recurring problems. Logbook entries should capture at a minimum who is the Rover and the front desk watch, and any remarks for each Rover on patrol. Logbooks will be inspected at least quarterly by the Installation Commander's primary point of contact (CMC) or designee.

b. Rovers that ARE NOT designed Resident Advisors (RA) will collect the key card to enter the entrance/exit doors to UH building 2818 from the DUTY RA by contacting the RA cell phone at (301) 399-2279 on the day of the roving. Rovers are REQUIRED to return the key card to the BARRACKS ACCESS CARD drop box located in the lobby in building 2818 immediately following the conclusion of Roving duties. This key card is utilized by all tenant command personnel authorized to conduct Roving Patrols and must be returned after concluding each watch for reissuing by the RA.

c. Weekend patrols for non-designated RAs: Retrieve key card as described in paragraph 2.b. above. On WEEKENDS (Friday and Saturday only), make continuous patrols, between the hours of 2100-0300. This requirement is to directly support both presence and support of First Line Leaders at the barracks. These patrols are in addition to the standard requirement for RAs to be on duty and patrol IAW paragraph 2.a. Collect the flashlight and yellow vest from the RA to use as part of watch patrol; return both to the designated area at the front desk upon completion of watch. The UH front desk contains a responsibilities and information binder and is available as a ready seat between patrols.

d. UH resident(s) from the same command as the Rover assigned to Friday and Saturday nights will perform duties as front desk watch from 2100-0300 on Friday and Saturday only. The purpose is to monitor the main entrance and the main level of UH complex with positive peer presence. They will also assist the Rover in logging any positive actions taken, observed, or to contact the RA or NAS CDO when applicable.

e. Wear the uniform of the day in accordance with command policy. Have cold weather gear when applicable. Rover should carry a command issued cellular phone where available.

f. For non-designated RAs conducting roving patrol, log the commencement and completion of entire watch (2100-0300) in logbook provided in front desk of building 2818. Collect the flashlight and yellow vest from the front desk to use as part of watch patrol; return both upon completion of watch. Relevant

Enclosure (1)

findings and/or incidents shall be logged to provide leaders with the awareness needed to correct recurring problems. Logbook entries should capture at a minimum who is the Rover, date, time and remarks for each Rover on patrol. Logbooks will be inspected at least quarterly by the Installation Commander's primary point of contact (CMC) or designee.

g. Report all emergencies to Police Dispatch at (301) 342-3911 and to the NAS Patuxent River CDO at (240) 731-7527.

h. Report all other significant non-emergent issues to the CDO at (240) 731-7527 (any time) or in person at the NAS Patuxent River Quarterdeck, building 409, between the hours of 0600 – 2200.

i. Correct minor incidents at the scene through positive counseling.

j. In the event inclement weather prevents Roving Patrol duties, contact the NAS CDO then secure duties until weather permits safe roving. Command assigned roving duties shall notify NAS CDO early of any unavoidable circumstance that inhibits roving duty assignment.

3. RAs, Rovers, and Front Desk Watch shall NOT:

a. Consume alcohol.

b. Enter any UH room unless absolutely necessary to protect life, limb or eyesight. In emergency circumstances, rovers may ask service members to come outside the room to discuss the situation.

c. Conduct any form of non-command directed investigation.

4. Non-RA Roving and Front Desk schedule:

a. Commands should designate a program coordinator to manage watchbills. The following commands will participate in Roving Patrols and Front Desk Watch using the following rotational responsibility: Friday and Saturday rotation as follows: NAS, NAS, VX-1, VX-1, VX-1, NHC, FRC, VQ-4, (NAS, NHC when there are five Fridays or Saturdays).

b. Naval Air Station Patuxent River: TWO watches per month (typically each first Friday and Saturday) plus the 5th Friday of applicable months.

c. Air Test and Evaluation Squadron One (VX-1): THREE watches per month (typically each second Friday and Saturday, and the third Friday)

d. Naval Health Clinic Patuxent River (NHC): ONE watch per month (typically each third Saturday) plus the 5th Saturday of applicable months.

e. Fleet Readiness Center Det Mid-Atlantic (FRC Det): ONE watch per month (typically each fourth Friday).

f. Fleet Air Reconnaissance Squadron Four (VQ-4): ONE watch per month (typically each fourth Saturday).