



## PRIVACY ACT STATEMENT

Under the authority of 5 USM 301 and as required by authorized implementing directives contained in the BUPERS Manual and OPNAVINST 3591.1C, information regarding individual small arms qualification is requested in order to fully and correctly reflect such qualification in permanent service record entries of the individuals concerned. The information requested will not be divulged without your written consent to anyone other than officials of the Department of the Navy in performance of official duties or officers and employees of the Department of Defense or other departments or agencies of the executive branch of government upon their request for performance of their official duties. You are not required to provide this information; however, failure to do so will preclude a service record entry of qualification in small arms and may result in non-entitlement to a marksmanship award.

## INSTRUCTIONS

1. A marksman, sharpshooter, or expert is a member in any grade or rating who qualified by firing the standard service pistol/revolver or rifle over one of the prescribed courses established in OPNAVINST 3591.1C and has attained the minimum qualification score.

2. The duration of qualification as marksman or sharpshooter is two years. Commanding officers shall disqualify a marksman or sharpshooter and remove his marksmanship designation if the member fails to qualify in the next two-year period. Personnel who have qualified as a marksman or sharpshooter with rifle or pistol need not requalify unless they wish to raise their qualifications to the next higher level the following year. Those who qualify for sharpshooter rate a ribbon with a bronze "S" medal. Those who qualify as an expert rate a ribbon and medal. The ribbon has a silver "E" attachment and the medal has no attachments. Once you qualify as an expert, it is permanent.

3. The record shall be forwarded to the weapons officer for submission to the commanding officer. The weapons officer's endorsement to the commanding officer should indicate the qualification attained for each member in order to facilitate service record entries and the procurement of expert medals.

4. Expert pistol medals, NSN 8455-00-577-5877, and expert rifle medals, NSN 8455-00-577-5878, shall be ordered from the Defense Personnel Support Center, 2800 South 20th Street, Philadelphia, PA 19101. Marksmanship ribbons shall be purchased from the Navy Exchange. Expert medals are issued for the first qualification only; however, commanding officers may issue a replacement medal without charge if the medal has been lost, destroyed, or rendered unfit for wear on the uniform without fault or neglect on the part of the person to whom it was awarded.