



STATE OF NEW YORK
DIVISION OF MILITARY AND NAVAL AFFAIRS
NEW YORK NAVAL MILITIA
330 OLD NISKAYUNA ROAD, LATHAM, NEW YORK 12110

NYNMNOTE 1000.1
2 February 2026

NEW YORK NAVAL MILITIA NOTICE 1000.1

From: Commander, New York Naval Militia

Subj: STATEMENT OF UNDERSTANDING

1. References:

- a. Memorandum, MNAG-TAG, (Use of State Active Duty), 1 June 2018
- b. Memorandum, MNAG-TAG, (Inappropriate/ Unprofessional Relationships), 7 March 2024
- c. Memorandum, MNAG-TAG, (New York Military Forces Policy for Social Media and External Official Presence Websites), 16 February 2023
- d. Memorandum, MNAG-TAG, (New York Division of Military and Naval Affairs Media Guidance and Procedures), 16 February 2023
- e. Memorandum, MNAG-TAG, 1 June 2016, (Division of Military and Naval Affairs (DMNA) Policy Regarding Contact with Elected Officials), 8 March 2024
- f. Military Law, § 6, (Ordering Organized Militia into State Service for Emergencies); McKinney's Consolidated Laws of New York, Annotated, Book 35 or New York Consolidated Laws Service, Volume 21 D
- g. Military Law, § 11, (The Adjutant General); McKinney's Consolidated Laws of New York, Annotated, Book 35 or New York Consolidated Laws Service, Volume 21 D
- h. Military Law, § 130.15, (Commanding officer's non-judicial punishment); McKinney's Consolidated Laws of New York, Annotated, Book 35 or New York Consolidated Laws Service, Volume 21 D
- i. Directive, DoDD 3025.01, (Military Support to Civil Authorities), 13 April 2017
- j. Division of Military and Naval Affairs (DMNA) 27-11, (Motor Vehicle Accident Investigation and Claims Procedure)
- k. Division of Military and Naval Affairs (DMNA) Pam 1-2 Incident Reporting 26 August 2025
- l. Vehicle Inspection Sheet

2. Purpose. To prohibit certain conduct which is prejudicial to maintaining good order and discipline for Service Members (SMs) of the New York State Naval Militia (NYNM) called to active duty under the authority of State Active Duty (SAD) in support of NYNM operations.

3. Applicability. This policy is applicable to all SMs of the NYNM assigned to Operation State Defense Force, Operation Empire Challenge, Leadership Meetings, Military Emergency Boat Service, Military Emergency Boat Service Maintenance, and any other NYNM SAD activity not covered by otherwise issued Punitive Prohibitions (General Order 1).

4. Punitive measures. This Statement of Understanding (SOU) is punitive in nature. Violations of it may result in adverse administrative actions including suspension from SAD and discharge from the NYNM.

5. Prohibited Activities and Standards.

a. Alcoholic Beverages and Drug Use.

(1) The introduction, possession, sale, transfer, manufacture, or consumption of any alcoholic beverage is prohibited by SMs while on duty.

(2) SMs released from the duty day and over the age of 21 are exempted from the policy, however they may not consume alcohol within eight hours of reporting for duty, or within their prescribed military uniform.

(3) The introduction, possession, sale, transfer, manufacture, or consumption of any illegal, prohibited, or unauthorized drug and/or prescription drug is prohibited to include all cannabis products (e.g., Cannabidiol (CBD) oil, CBD edibles, CBD infused vaping products).

b. Firearms: The possession, use, distribution, or introduction of a privately owned firearm (rifle, pistol, shotgun, or other portable gun including bb, pellet, and airsoft guns), components of firearms whether serial numbered or not, this includes what is commonly referred to as "ghost guns" that are created by assembling pieces that sold together in a kit or separately to create a fully functioning firearm, ammunition, or explosives while in the performance of a call to active duty under the authorities of SAD and assigned in support of this operation is prohibited to include such possession, use, or introduction into this government supplied living spaces.

c. Living Spaces: The intent is to prevent sexual assault and sexual harassment incidents, instances of SMs providing alcohol to underage SMs, and to help prevent inappropriate relationships. Therefore, no opposite sex personnel are allowed in a government provided dorm room, or barracks room at any time while assigned to these operations.

(1) SMs who are lawfully married and are both on these operations and who's duty location facilitates cohabitation, may reside together. SMs who are lawfully married may have their spouse or legal dependent visit and stay in their government provided hotel room for up to 96 hours if they receive prior approval from the Operations Leadership

provided that they are assigned to a single room. This exception does not apply to any intimate relationship outside of marriage. If you are not married and wish to spend time together, then you must get your own hotel room paid by personal funds.

a. The possession and display of any pornographic or sexually explicit photos, videos, drawings, or similar media will not be in open display in any operation supplied living facility.

b. Leaders will conduct routine inspections of their assigned SMs' government supplied living facilities. Regular inspections are necessary to maintain our SMs' proper medical hygiene, fitness for duty and to ensure compliance with the prohibitions of this order.

c. SMs are reminded that there is a reduced expectation of privacy in Operation supplied living facilities without regard to the type of facility.

d. GSA vehicles/rental vehicles:

(1) Vehicles will be used only for their official purpose (e.g., transporting mission passengers, moving equipment or supplies, conducting State Partnership Program support to include area of operations tours). Government furnished vehicles, to include GSA Fleet vehicles and rental vehicles, will not be used for personal business or convenience. They will only be used to transport SMs serving on this operation and who are conducting official business. Therefore, they will be strictly used for official purposes only. The vehicles do not belong to you.

(2) Drivers must comply with all state, local, and military parking and traffic laws and will be responsible and may be held personally liable for all local or military parking and traffic violations and associated fines.

(3) Drivers must monitor mileage, fuel consumption, and vehicle operating characteristics to determine if a maintenance problem exists. Each vehicle will receive a daily safety inspection to avoid unnecessary downtime, and possible hazards. Any issues will be immediately reported to their Chain of Command.

(4) Each driver will be properly licensed to operate their assigned vehicle and will be checked and cleared through NYS License Event Notification System (LENS) before operating any GSA vehicles.

(5) Seatbelts will always be worn when operating GSA vehicles.

(6) GSA vehicles will not be modified in any way (e.g. window tinting, lighting, off road tires, et cetera.)

(7) Smoking of any kind is prohibited in GSA vehicles. This includes, but is not limited to cigarettes, cigars, and vape pens.

(8) Any driver involved in an accident will obtain a police report and file an SIR with the JFHQ JOC (518) 786-6104 ng.ny.nyarnng.mbx.jocoic-emo@army.mil and provide notification and copies to Headquarters Naval Militia 518-786-4583

ng.ny.nyarnng.mbx.nynavalmilitia@army.mil.

e. All issued government property will be used only for its intended official purpose. The misuse, sale, or theft of government or SAD supplied property will be subject to appropriate military justice, law enforcement, and judicial actions.

f. Buddy System. Solo operations of any MECS sUAS, MEBS patrol boat and MEBS truck while trailering or launching a patrol boat are prohibited. There will be two assigned SMs to these operations at all times.

g. Gambling. Gambling of any kind among SMs, is prohibited. Gambling is defined as making, setting, receiving, holding, recording, or forwarding a bet (money or other valuable) in the hopes of gaining something of value. This includes, but is not limited to lotteries, raffles, and sport betting. This does not prevent an individual from independently purchasing lotto or raffle tickets nor sports betting.

h. Fraternization.

(1) SMs will comply with The Adjutant General's policy regarding inappropriate and unprofessional relationships among SMs. This includes an actual or perceived intimate, sexual, or business relationship between officers and enlisted, or NCO's and junior enlisted.

(2) During working time and in working areas, as well as non-working time, such as lunches, breaks, and before and after work periods, SMs will conduct themselves in an appropriate workplace manner that does not interfere with others or with overall productivity and maintain a professional military appearance and military bearing.

i. Contact with news media and elected officials.

(1) Initial announcements for events are always at state level. Do not initiate any media contact or comments to media without prior coordination/approval. Do not respond to civilians calling with questions about the operations. Refer All questions from the media to Mr. Eric Durr, DMNA Director of Public Affairs, 518-786-4581, or DMNA assigned representative.

(2) All contact with elected officials will be coordinated by the DMNA Government Affairs Office (MNGA). Coordination and approval will be made by contacting MNGA at 518-786-4580.

j. Self-Reporting: SMs assigned to SAD will self-report to their Chain of Command any arrests, pending criminal court dates to include Integrated Domestic Violence Court, and criminal courts. SMs who report an arrest must keep their chain of command apprised of all court date and final disposition of their case. Notifications will continue to Headquarters NYNM by the SM if REFRAD from SAD is related to the offense.

6. Command Responsibility. Commanders and Senior Leaders will ensure that all personnel are briefed on, complete acknowledge to HQ NYNM, and comply with this Statement of Understanding.

7. Expiration. This SOU will expire at the end of a SMs assignment to these operations except for the requirement for notifications of arrest which remains in effect the entirety of the year.12791184

8. The point of contact for this SOU is the Executive Officer of the NYNM at 518-786-4583 or ng.ny.nyarng.mbx.nynavalmilitia@army.mil.

A handwritten signature in black ink, reading "MaryEtta Nolan". The signature is written in a cursive, flowing style. The first name "Mary" is connected to the last name "Nolan".

M. B. NOLAN