

OCS Class 08-14, starting on 08 December will be given Liberty during the Christmas and New Year's Holiday and will be given the opportunity to take leave. The policy will be as follows:

- a. Student leave periods will be divided up into two periods. The first leave period will begin end of training on Friday(1700), 20 December to 0730 on Friday, 27 December. The second leave period will be from 0800 on Friday, 27 December to 1600, 3 January 2014.
- b. Student leave requests must be submitted no later than (NLT) 10 December.
- c. All students not on leave will be assigned to the Facilities Department commencing Friday afternoon, 20 December. Students will muster with Facilities or designated staff representative on Monday, 23 December; Tuesday, 24 December; Friday, 27 December; Monday, 30 December; Tuesday, 31 December; and Friday, 3 January 2014. The DH or representative will report muster completion to the XO on staff muster days or the CDO on non-muster days NLT 0900. Phone musters are not authorized under any circumstances. Students will be granted 48 hour special liberty on Wednesday, 25 December through Thursday, 26 December and Wednesday, 1 January through Thursday, 2 January 2014.
- d. Students who do not take leave will be divided into three duty sections and man the watches. Students will also perform duties as directed by the Facilities Department while not in a liberty status.
- e. Students not assigned to the duty section and complete with their assigned duties for the day will be in a liberty status. Liberty management will be controlled via the liberty logs located on the King Hall quarterdeck. The liberty policy for OCS students will be as follows:
 - (1) Class 08-14 students: COB (close of business) until 2359; on-base liberty with the physical training uniform (PTU) if exercising or Navy Working Uniform (NWU).
- f. All personnel taking leave or special liberty during the holiday leave period shall provide the command with an accurate phone number(s) of where they can be contacted on a continuous 24-hour basis in the event of a recall.
- g. Personnel who are considering commercial air transportation during this holiday period are urged to make reservations as soon as possible. Because 08-14 is arriving only two weeks prior to the Holiday, the candidates are encouraged to purchase their flights (within the bounds mentioned above) prior to arriving at OCS.
- h. Prior Service members interested in taking longer leave may make take both leave periods or a combination of the two. Non-prior service members may take no longer than the days listed above, but are not required to take the full period. No candidate is required to take leave.