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Pass To: All Navy Lodges, DoD Reservation Center, NL Regional Managers, and NEX District Vice Presidents

## RELIGIOUS ITEMS in GUEST ROOMS

Reference (a): Navy Lodge Program Information Bulletin 14-003 (Lost and Found Policy)

The Navy Lodge Program does not require or solicit religious items (e.g. Bibles) for its guest rooms. Over the years, organizations such as the Gideons International have offered to place Bibles in the guest room; and local management historically allowed them to be placed in Navy Lodge rooms. Some Navy Lodges have bibles in the guest rooms and some do not.

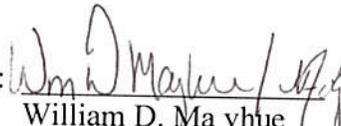
To ensure a consistent policy, the Navy Lodge General Manager will refer all inquiries about placing religious materials, including Bibles, to the Chaplain's Office for the military installation where the Navy Lodge is located. This will allow the Commanding Officer to determine, in accordance with personnel readiness and military regulations, whether the materials will be accepted and how they will be handled and distributed.

The Navy Lodge General Manager should advise the Installation Commanding Officer of our intention to work through the chaplain's office to determine what installation policy is and the method to remove religious material currently in the guest rooms. The Chaplain's office has been notified by Chaplain Poole at CNIC that this action is taking place. This is to be completed by 1 September 2014.

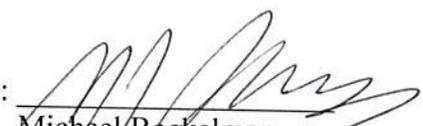
All religious materials left by a Navy Lodge guest, in the future, will be dealt with following established procedures for lost and found property (reference a). Reference a has been updated and is attached.

If you have any questions on this policy and procedure, please contact Bill Mayhue at 757-502-7497.

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6/19/14

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