DEPARTMENT OF THE NAVY

NAVAL SEA SYSTEMS COMMAND

WASHINGTON, D.C. 20362

IN REPLY REFER TO

NAVSEAINST 5400.14A
SEA 0741A/JRM
Ser 528
7 November 1983

NAVSEA INSTRUCTION 5400.14A

From: Commander, Naval Sea Systems Command
To: All Offices Reporting Directly to COMNAVSEA
Distribution List

Subj: Tasking of Supervisors of Shipbuilding, Conversion and Repair, USN, activities; procedures for

1. Purpose. To establish procedures for tasking Supervisors of Shipbuilding, Conversion and Repair, USN, (SUPSHIP) activities to perform "non-basic" work.

2. Cancellation. This instruction supersedes NAVSEAINST 5400.14 of 25 March 1975.

3. Background. The Deputy Commander for Industrial and Facility Management (SEA 07) is responsible to the Commander, Naval Sea Systems Command for managing SUPSHIP workload assignments and distributing manpower resources. This carries the obligation for SEA 07 to ensure that the work assigned to and performed by the SUPSHIP activities is in consonance with the officially assigned SUPSHIP mission, to determine the availability of required manpower and funding, and to determine the impact on current and planned workload.

4. Definition. For purposes of this instruction a "non-basic" work assignment is defined as a task, function, or any work not directly related to a ship construction, conversion, repair, design, or facility contract administered by a SUPSHIP in an assigned private contractor's plant.

5. Action

a. All requests tasking SUPSHIPs to perform "non-basic" work will be reviewed, approved, and signed by SEA 07.

b. All proposed "non-basic" work tasking requests will be submitted to SEA 074 who will review and recommend approval or disapproval prior to submision to SEA 07 for signature.

c. Proposed "non-basic" work tasking requests will include the following information:

(1) Description of work to be accomplished.

(2) Estimated man-months of SUPSHIP effort and skills required to perform the work.

(3) Estimated start and completion dates of work.

(4) Funding arrangements.

(5) Rationale for assignment to a selected SUPSHIP.

(6) Justification for tasking a SUPSHIP.

d. SUPSHIPs will return to originators all "non-basic" work tasking requests not signed by SEA 07.

e. SUPSHIPs will take necessary local action to ensure that all personnel are cognizant of this instruction.

J.C. McARTHUR
Deputy Commander for
Industrial and Facility Management

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