



DEPARTMENT OF THE NAVY

NAVAL SEA SYSTEMS COMMAND
1333 ISAAC HULL AVE SE
WASHINGTON NAVY YARD DC 20376-0001

IN REPLY TO
NAVSEAINST 4350.1B
Ser 0171/009
31 Jul 06

NAVSEA INSTRUCTION 4350.1B

From: Commander, Naval Sea Systems Command

Subj: REPORT OF EMPLOYMENT DATA IN PRIVATE SHIPYARDS

Encl: (1) NAVSEA Form 4350/3

1. Purpose. This instruction provides guidance for reporting employment data in private shipyards. Form 4350/2 Columns 13 and 14 titled "absenteeism indirect employees" and "absenteeism direct employees" respectively, are replaced in Form 4350/3 with; Column 13 - US Navy Hull Design Work Total Number Direct Employees and Column 14 - Other Yard Hull Design Work Total Number Direct Employees.

2. Cancellation. This instruction cancels NAVSEAINST 4350.1A of 18 April 1982 and the 10-74 edition of form NAVSEA 4350/2.

3. Action

a. The monthly employment data tabulated for form NAVSEA 4350/3 is to be prepared and submitted quarterly for all private shipyards under the cognizance of the Supervisor of Shipbuilding. The report must be submitted in duplicate no later than fifteen days following the end of the reporting period to the Commander, Naval Sea System Command (SEA 0171) Washington, D.C. 20376.

b. An explanation of information desired in each column is given below. Provide average number of direct employees under each category for the reporting period.

(1) Column 1 - Private Shipyard (Name and Location)

(2) Column 2 - Direct and indirect/Total Yard (The total number of employees on the payroll during the month)

(3) Column 3 - Engineering - Navy (Engineering required to support all Navy work)

(4) Column 4 - Engineering - other (Engineering required to support Army, Air Force, Coast Guard, Marad, Military Sealift

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Command and private sector work other than Navy)

(5) Column 5 - Navy Shipwork (New Construction and Conversion)

(6) Column 6 - Navy Shipwork (Repair, Ship Alteration and etc., other than New Construction and Conversion)

(7) Column 7 - MARAD (New Construction and Conversion)

(8) Column 8 - Other Government (New Construction and Conversion for Army, Air Force, Coast Guard, Military Sealift Command and etc., other than MARAD New Construction and Conversion)

(9) Column 9 - Other Government (Repair and other shipwork for Army, Air Force, Coast Guard, Military Sealift Command and etc.)

(10) Column 10 - Private Shipwork (New Construction and Conversion)

(11) Column 11 - Private Shipwork (Repair and other Shipwork)

(12) Column 12 - Other Sources (all non-Shipwork Production)

(13) Column 13 - US Navy Hull Design Work Total Number Direct Employees

(14) Column 14 - Other Yard Hull Design Work Total Number Direct Employees

(15) Column 15 - Brief Remarks (Self-Explanatory)

4. Assistance. Questions concerning the preparation of this report may be directed to NAVSEA 0171, Mr. J. S. Minhas, Commercial (202) 781-2748.

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5. Form. The revised edition of form NAVSEA 4350/3 will be sent electronically. A sample copy of the revised edition of form NAVSEA 4350/3 is attached.

A handwritten signature in black ink, appearing to read "C. S. DEEGAN". The signature is stylized with a large, looped initial "C" and a long, sweeping underline.

C. S. DEEGAN
Director, Cost Engineering and
Industrial Analysis Division

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Distribution: (2 Copies each)

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PRIVATE SHIPYARD EMPLOYMENT GROUPING AND ANALYSIS

Send your completed form to Commander, Naval Sea Systems Command (Sea 0171) 1333 Isaac Hull Ave SE Stop 1340 Bldg. 197, Washington Navy Yard, Washington, DC 20376

FROM (Reporting Activity)

PERIOD COVERED

TO: Commander, Naval Sea Systems Command (0171)
1333 Isaac Hull Ave SE Stop 1340 Bldg. 197, Washington Navy Yard, Washington, DC 20376

PRIVATE SHIPYARD (Name and Location)	DIRECT & INDIRECT TOTAL YARD	NUMBER OF EMPLOYEES CHARGED TO DIRECT LABOR COST											BRIEF REMARKS (If Any)		
		ENGINEERING		NAVY SHIPWORK		MARAD	OTHER GOVT.		PRIVATE SHIPWK		OTHER SOURCES			DESIGN	
		NAVY	OTHER	NEW CONST/ CONV.	REPAIRS & ALTS	NEW CONST/ CONV.	REPAIRS & OTHER SHIPWK.	NEW CONST/ CONV.	REPAIRS & OTHER SHIPWK.	NEW CONST/ CONV.	REPAIRS & OTHER SHIPWK.	NON- SHIPWK.		OTHER	NAVY
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	

SAMPLE

PREPARED BY

AUTHORIZED SIGNATURE

DATE SIGNED

CODE

TELEPHONE NO.

NOTES:
1. Exclude Military Sealift Command from Navy Shipwork.
2. MARAD Shipwork excludes non-subsidized programs.
3. Identify Navy portion of Non-Shipwork if included.