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
(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.
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.

C. S. DEEGAN
Director, Cost Engineering and Industrial Analysis Division
NAVSEAINST 4350.1B

JUL 31 2006

Distribution: (2 Copies each)

NASSCO:
KENNETH D. WATSON
DEPARTMENT OF THE NAVY
SOUTHWEST REGIONAL MAINTENANCE CENTER
CONTRACTS DEPARTMENT, CODE 410J
OFFICE PHONE (619) 556-2686
OFFICE FAX (619) 556-2326

BATH IRON WORKS
DOREEN AMBROSE, CODE 414
GENERAL BUSINESS & INDUSTRIAL SPECIALIST
SUPSHIP, BATH
OFFICE PHONE (207) 442-3773
AMBROSEDB@SUPSHIP.NAVY.MIL

ELECTRIC BOAT
SUPERVISOR OF SHIPBUILDING CONVERSION & REPAIR
GROTON, CT 06340
POC CODE 433 MIKE DECUVELLIS
OFFICE PHONE (860) 433-5356

NORTHROP GRUMMAN INGALLS AND AVONDALE
SOUTHEAST REGIONAL MAINTENANCE CENTER
P.O. BOX 280057, MAYPORT, FL 32228-0057
POC BILL JOHNSON
OFFICE PHONE (904) 270-5126 EXT 3516

NORTHROP GRUMMAN NEWPORT NEWS
SUPSHIP NEWPORT NEWS VA POC RINEHIMER JANET G NNVA
RINEHIMERJG@SUPSHIP.NAVY.MIL

MID-ATLANTIC REGIONAL MAINTENANCE CENTER
ATTN: CODE 400
NORFOLK NAVAL SHIPYARD
PORTSMOUTH, VA 23705-0215

PUGET SOUND NAVAL SHIPYARD AND INTERMEDIATE MAINTENANCE FACILITY
NAVAL STATION ATTN: CODE 400
808 BURWELL STREET
BREMERTON WA 98337-5000
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)

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

<table>
<thead>
<tr>
<th>PRIVATE SHIPYARD (Name and Location)</th>
<th>DIRECT &amp; INDIRECT TOTAL YARD</th>
<th>NUMBER OF EMPLOYEES CHARGED TO DIRECT LABOR COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAVY</td>
<td>OTHER</td>
<td>NAVY SHIPWORK</td>
</tr>
<tr>
<td>2</td>
<td>3</td>
<td>4</td>
</tr>
</tbody>
</table>

BRIEF REMARKS (If Any)

PREPARED BY

AUTHORIZED SIGNATURE

DATE SIGNED

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.

Enclosure (1)