



DEPARTMENT OF THE NAVY
NAVAL SEA SYSTEMS COMMAND
WASHINGTON, D.C. 20362

IN REPLY REFER TO
NAVSEAINST 4770.2B
Ser 0761/325
0 4 OCT 1984

NAVSEA INSTRUCTION 4770.2B

From: Commander, Naval Sea Systems Command

Subj: MATERIAL READINESS REPORTING PROCEDURES FOR VESSELS IN THE INACTIVE FLEET

Ref: (a) OPNAVINST 4770.5E of 29 May 83, Subj: General Instructions for Inactive Ships and Craft

Encl: (1) Codes and Definitions for the Material Readiness Report of Inactive Vessels (form NAVSEA 4770/5)
(2) Monthly changes for the Material Readiness Report (form NAVSEA 4770/5A)

1. Purpose. To issue standard procedures for recording the material condition of inactive ships and craft.

2. Cancellation. This instruction supersedes NAVSEAINST 4770.2A of 9 May 79.

3. Discussion. The continued movement of vessels into and from the Inactive Fleet has placed considerable emphasis on material readiness for activation as well as certain information regarding stricken vessels. To facilitate decision making, a current accurate record of material conditions is necessary.

4. Responsibilities. The Naval Sea Systems Command Detachment, Naval Inactive Ship Maintenance Facility (NAVSEADET NISMF) assigned recordkeeping responsibility reports the material readiness of inactive vessels berthed at non-NISMF sites. Applicable vessels berthed at non-NISMF locations are assigned as follows:

a. Maritime Administration (MARAD) James River, Virginia and Beaumont, Texas: NAVSEADET NISMF Portsmouth, Virginia.

b. MARAD Suisan Bay, California: NAVSEADET NISMF Bremerton, Washington.

c. Naval Ship Repair Facility, Guam: NAVSEADET NISMF Pearl Harbor, Hawaii.

5. Action

a. Annual Reports. Following reference (a), the Naval Sea Systems Command Detachment (NAVSEADET) (SEA 076) will issue annually on 1 August the Material Readiness (MR) Report (form NAVSEA 4770/5). Each NAVSEADET NISMF will submit changes to the MR to SEA 076 prior to 15 July of each year. SEA 076 will keep the MR report in a current status and distribute it frequently to each NAVSEADET NISMF. Enclosure (1) describes the data fields of the report and amplifies reporting instructions.

b. Monthly Reports. Each NAVSEADET NISMF will provide updates to the report on a monthly basis to NAVSEADET SEA 076. Use enclosure (2) (form NAVSEA 4770/5A) to report these changes.

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6. Report and Forms

a. The Material Readiness Report has been exempted from reports control by OPNAVINST 5214.2.

b. Forms NAVSEA 4770/5 and 4770/5A are stocked by the Naval Sea Systems Command Detachment (SEA 076), St. Juliens Creek Annex, Portsmouth, VA. 23702.


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Executive Director
for Industrial & Facility
Management

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CODES AND DEFINITIONS FOR THE
MATERIAL READINESS REPORT OF INACTIVE VESSELS
(FORM NAVSEA 4770/5)

The data recording the status of the vessels shall be reflected in the Material Readiness Report, form NAVSEA 4770/5, as follows:

- a. OCIR ships - All columns are applicable except column 6.
- b. OSIR craft - All columns are applicable except columns 6.
- c. ISIR craft - Only columns 1-3, 15-34 and 36-37 are applicable.
- d. Stricken --- All columns are applicable except columns 7-9; however, vessels if received in a strike status, no effort need be expended in obtaining historical data.

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DESCRIPTION

- <1> 4 VESSEL TYPE: In accordance with the designations from the current revision to SECNAVINST 5030.1J.
- 4 HULL NUMBER: Self-explanatory.
- <2> 2 INACTIVE SHIP ACTIVITY ASSIGNED RECORDKEEPING RESPONSIBILITY:
- PO - Portsmouth, Virginia
 - PA - Philadelphia, Pennsylvania
 - BR - Bremerton, Washington
 - PH - Pearl Harbor, Hawaii
- <3> 2 BERTHING LOCATION:
- BO - Beaumont (MARAD)
 - BR - Bremerton
 - GM - Guam
 - JR - James River (MARAD)
 - PA - Philadelphia
 - PH - Pearl Harbor
 - PO - Portsmouth
 - SB - Suisun Bay (MARAD)
- <4> 1 VESSEL CATEGORY: This category will indicate the priority sequence for the level of maintenance to be accomplished. NAVSEADET (SEA 076) will enter this information and be responsible for correctness. Activities need not submit changes unless error is suspected. Category B is applicable to ships only. Retention service craft will be assigned Category C in accordance with OPNAVINST 4780.6B. The various codes in column 6 will describe the planned disposition of the strike vessel. If a vessel is received in strike status, only columns 1-4, 6, 23-27 will contain information. If a retention vessel is stricken, data previously contained will remain unchanged until disposal action is completed.

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DESCRIPTION

- <4> 1
(Cont'd)
- B - Designated mobilization category B by CNO and will receive the maximum maintenance including improvement of material condition within funds available.
 - C - Designated mobilization category C by CNO and will be maintained in an "as is" material condition with no decrease in a state of preservation.
 - A) D - Those in the custody of the Inactive Fleet with berthing support only provided (not considered inactive, but temporarily retained pending planned usage by the active force).
 - R) I - An In-Service craft assigned to the activity.
 - X - Stricken by CNO. Vessels in this category are to receive no maintenance. Only security required for fire, flooding, and pilferage will be provided.
 - A) Y - Those vessels which have been prepared for safe storage and are awaiting disposition requirements.
 - A) Z - Nuclear propelled ships including nuclear related tenders and service craft, if applicable.
- <5> 1 ACTIVATION READINESS: This is a judgment determination by the activity having recordkeeping responsibility, based on data and sight survey of the hull and machinery. This column transcends the other data to permit direct comparison of the vessels on hand in each activity by type. Select the retention vessels of each type, i.e., AO, DD, LST, YTM, etc. and use numerical ratings of 1 to 9, for each type. Vessels berthed at other sites (MARAD, Guam) will be similarly ranked by the activity having recordkeeping responsibility. The vessel of a type most suited for activation shall be assigned numeral 1. Each vessel considered suited next and on in succession shall be assigned numbers 2 through 9 respectively. Those vessels in lower condition than the first nine shall have no number assigned. AFDB sections will be ranked against other sections of the same dock.
- <6> 1 INTENDED DISPOSITION: Vessel has been stricken and will be disposed of as follows: (NAVSEADET (SEA 076) will insert code.)
- R) D - Donation
 - A) F - Foreign military sale
 - R) G - Intra-government transfer
 - S - To be sold for non-transport use or for scrap.
 - T - Target
 - H - CNO Hold
 - U - Unknown

COL/SPACE

DESCRIPTION

<7> 6 MATERIAL INDEX NUMBER (MI): This number will establish the relative material condition of a vessel based on the total mandays required to activate, get underway and report to the active fleet. The number shall be the most accurate possible using hull files, inspections, and qualified evaluation. The material index number will be used to compare vessels for activation, retention, or disposal and for planning workloads. It is essential, therefore, that each vessel be considered separately and that an active continuous program ensure the accuracy of the material index numbers. The manday estimate shall be calculated by the respective SUPSHIP only, based on the items carefully listed by the NAVSEADET NISMF. Estimates will be for total work whether by commercial or Navy personnel. The MI number shall be assigned utilizing the following:

a. The total mandays required to complete all known repairs including tests. Repairs will include all Part I and Part II INSURV discrepancies plus CSMP and all other documented repair requirements not covered by INSURV discrepancies.

b. The total mandays required to remove preservation, restore piping and electrical systems, replace displaced equipments from storage, and related "pure" activation work as prescribed by NSTM, Chapter 050.

c. The total mandays required to install removed equipment which is on hand.

d. The total mandays required to remove asbestos and replace with approved insulation material. (A

e. The total mandays required for limited trials as follows:

(1) Main Propulsion Plants:

(a) A run of at least one hour in duration at 80 percent of full power. Steam actuated plants are to use boiler combinations such that each boiler is operated for at least one hour at approximately 85 percent of its rated capacity.

(b) While proceeding at approximately fifty percent of full power, back engines at two-thirds of the designed full power astern and keep them backing until the ship gathers way astern.

(2) Auxiliary Machinery:

(a) Anchor engine - anchor in at least twenty fathoms of water and demonstrate the ability to walk out and heave in and to test the effectiveness of the brake.

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- <7> 6
(Cont'd)
- (b) Steering - conduct figure eights with full rudder while proceeding at eighty percent of full power. Shift rudder through full travel with ship moving slowly astern.
- (c) Generators - demonstrate the ability to parallel the generators and operate at rated capacity.
- (d) Evaporators - demonstrate the ability to operate at rated capacity.
- (e) Deck machinery - demonstrate the ability to operate the various cranes, winches, and all similar machinery.
- (f) Ordnance - demonstrate the ability to operate the installed ordnance equipment (test firing not required).
- (g) Electronics - demonstrate the ability of the installed electronics equipment to operate properly.
- (h) Degaussing - energize and demonstrate the effectiveness of the installed equipment by running a degaussing range, if practical.
- (3) Submarines, in addition to the above make a trim dive.
- e. Items which will not be included in the MI number are:
- (1) The mandays required for outfitting, the RFS period, watch standing, shipboard administration, ship keeping work such as painting out living and berthing spaces.
- (2) The mandays required for SHIPALTS, ORDALTS, habitability improvements, fuel conversion, CHT improvements, and the updating or replacement of weapons, sensors, communication or electronic equipment, or other modernization.
- (3) Procurement of missing equipment. (Installation of removed equipment will be included).
- <8> 4 INDUSTRIAL ASSISTANCE - The total mandays (expressed in units of tens) required in industrial assistance for that portion of activation items (column 7) beyond the capacity of ship's force.
- <9> 3 ACTIVATION TIME - The total number of working days (single shift, 8 hours) required to activate a ship in accordance with Column 7, assuming material, manpower, and facilities are available. (See note below).

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DESCRIPTION

NOTE: Conversion of total mandays (Col 7) to activation time shall be accomplished using the following factors (divide mandays by the factor to give calendar days) as a guide. The calendar day activation time may be varied from the computed time based on the special requirements of a particular ship or craft. The factors represent the total personnel who can be optimally employed on the type vessel for one shift.

Type	Factor	Type	Factor	Type	Factor	Type	Factor
AD.....	310	ATF/ATS...	190	MSO.....	119	YNG.....	66
AE.....	333	AS.....	330	SSBN....	375	YO.....	174
AF.....	333	BB.....	1190	SSG.....	239	YOG.....	174
AFDB(Sect)..	150	CA.....	905	SSN.....	275	YON.....	120
AGSS/SS....	238	CVA.....	1429	YC.....	22	YOS.....	66
AH.....	405	CVS.....	1190	YCF.....	34	YPD.....	66
AK.....	333	DD/DDG...	300	YD.....	84	YR.....	150
APB.....	300	LCC.....	905	YF.....	133	YRDM....	150
AR.....	310	LKA.....	333	YFN.....	32	YSD.....	104
ARL.....	261	LPD.....	350	YFNB....	146	YSR.....	66
AS.....	476	LSD.....	325	YFR T....	133	YTL.....	66
ATA.....	100	LST.....	300	YG.....	118	YTM.....	50
						YW.....	174

<10> 1 ACTIVATION WORKLISTS - indicate code as follows:

- 0 - Worklists not prepared or not submitted to cognizant SUPSHIP.
- 1 - Worklists prepared and submitted but manday estimates have not been received.
- 2 - Worklists completed, manday estimates received from SUPSHIP and are included in the MI number.

<11> 1 HULL CONDITION: The general condition of the hull noted during last hull inspection in drydock. See Section 3, Chapter 050, NSTM for grading criteria.

N - No record of inspection F - Fair
G - Good P - Poor

Subsequent to the last inspection in drydock, an annual hull inspection has been conducted (ultrasonic or visual) and the condition is: (This will replace the above listed codes):

W - Good X - Fair Y - Poor

<12> 4 DEHUMIDIFICATION STATUS: If vessel's interior is preserved by D/H, indicate number of D/H zones, (2 digit) and number of zones with satisfactory D/H readings on last quarterly inspection (2 digits). Vessels not under D/H will be indicated by XXXX. (See also column 13.)

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- <13> 1 INTERIOR PRESERVATION -The following coding is used for this item.
(See also column 12).
- N - Navy Inactive Ship type preservation with dehumidification.
 - M - MARAD type using preservation oils.
 - O - Dual type preservation with dehumidification for certain major portions of the vessel and preservation oils for other portions.
 - X - Vessel interior has not been preserved.
- <14> 2 CATHODIC PROTECTION (C/P) - Indicate the status of impressed current C/P:
- XX - Hull is not protected by C/P.
 - PS - The hull potential readings on the last quarterly survey were satisfactory.
 - PU - The hull potential readings on the last quarterly survey were unsatisfactory and the situation has not been corrected.
- <15> 4 Status of modernization alterations for Ultra High Frequency (UHF), Identification: Friend or Foe (IFF), Teletype (TTY), and Communication and Data Systems (SSB) are coded as follows:
- | | | |
|--------------------|-------------|-----------------------|
| C - Complete | P - Partial | R - No longer onboard |
| X - Not applicable | | N - None |
- <16> 3 SONAR - Type of sonar installed is shown as follows:
- a. AN/SQS series sonar: Insert series designators only. (EX: AN/SQS-32 sonar, insert "32" in spaces).
 - b. Other sonars: Insert letter designation in spaces. (EX: QJB sonar, put QJB in space. QHBa sonar, put "QHB" in space as only three spaces are available).
 - c. If major components have been removed, insert "REM".
 - d. If never installed, insert "N/A".
- <17> 3 SURFACE SEARCH RADAR:
- a. AN/SPS series, use series designators only. (EX: AN/SPS-10 radar, insert "10" in space; AN/SPS-10E radar, insert "10E" in space).

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- <17> 1 (cont'd) b. SO, SU, SL, and other radars designated by two letters, insert both letters in space.
- c. SG series, insert "SG6" for SG6 radar, but "G6B" for SG 6B because only three spaces available.
- d. If major components have been removed, insert "REM".
- e. If never installed, insert "N/A".
- <18> 3 AIR SEARCH RADAR:
- a. AN/SPS series, use series designators only. (EX: AN/SPS-17 radar, insert "17" in space, AN/SPS-43A radar, insert "43A" in space.)
- b. SC, SK, SR, and other radars designated by two or three letters or numbers, use entire designation.
- c. SR-6B, SR-3C, or other radar, use "R6B" or "R3C" because only three spaces available for item.
- d. If major components have been removed, insert "REM".
- e. If never installed, insert "N/A".
- <19> 1 EQUIPMENT VALIDATION: For vessels with established equipment/repair part allowances supported by APL's or AEL's, complete the following:
- N - Allowance list equipment validation not completed.
- Y - Allowance list validation completed.
- 0 - No established allowance.
- <20> 1 ALLOWANCE LIST: Type allowance list employed. Code for allowance publication is as follows:
- 1 - COSAL 2 - OTHER
- <21> 1 INVENTORY: Indicate material inventoried in accordance NAVSUPINST 4400.82A by NAVSEADET NISMF activity/ISSOT personnel.
- Y - YES N - NO
- <22> 3 HULL, MECHANICAL/ELECTRICAL, AND ORDNANCE: Allowance material onboard in each category, expressed as a percentage in units of ten.

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- <23> 1 RADIOLOGICAL SURVEY STATUS:
- R) R - RADCON survey complete, Category I, III, IV, and V material as defined in NAVSEAINST 9639.1 has been removed, remaining material tagged, and report of survey submitted.
- A) F - Vessel is free of radiological emitters and report submitted.
- C - All radiological emitters removed, report submitted certifying RADSAFE.
- X - Vessel has not been surveyed.
- <24> 1 ASBESTOS: The status of material containing asbestos fibers. This data will be reported as changes occur on both retention and sticken vessels in the inventory.
- 0 - Asbestos status unknown.
- 1 - No asbestos material on vessel and negative report submitted.
- 2 - An asbestos survey, including air samples of required number of compartments, has been conducted, appropriate warning signs have been posted, and survey report submitted.
- A) <25> 1 POLYCHLORINATED BIPHENYLS (PCB) SURVEY:
- X - PCB survey not done or status not known.
- F - PCB survey accomplished and no PCB materials or items onboard. Negative report submitted.
- C - PCB survey accomplished and appropriate signs posted. No leaking PCB items or materials. Report submitted.
- B - PCB survey accomplished and PCB items were found to be leaking. All other PCB items non-leaking and appropriate signs posted. Report submitted and appropriate action taken.
- A) <26> 1 DEMILITARIZATION SURVEY STATUS:
- X - Demilitarization survey not done.
- F - Demilitarization not required. Negative report submitted.
- C - Demilitarization required and appropriate action taken. Report submitted.

<u>COL/SPACE</u>	<u>DESCRIPTION</u>
<27> 1	<u>DECLASSIFICATION SURVEY STATUS:</u> X - Declassification survey not done. N - Declassification survey accomplished and no classified material was found to be onboard. Report submitted. C - Declassification survey accomplished and material found to be onboard. Items were removed and report submitted. **NOTE: This does not include declassifying the booklet of general plans.
<28> 2	<u>YEAR CONSTRUCTED:</u> Calendar year in which the vessel was first commissioned or placed in service.
<29> 3	<u>MONTHS ACTIVE SERVICE:</u> The total months from the date of commissioning to the date out of commission. In the event there is more than one active period, the time shall be cumulative.
<30> 2	<u>INACTIVATION DATE:</u> Calendar year vessel was last placed OCIR or OSIR. (Last two digits only.)
<31> 1	<u>REPAIRS:</u> Y - Indicates that the ship received either a preinactivation repair availability or an overhaul within six months prior to the OCIR/OSIR date. N - Indicates that the ship received neither a preinactivation repair availability nor an overhaul within six months prior to the OCIR/OSIR date.
<32> 2	<u>OVERHAUL:</u> Calendar year of the completion of the last overhaul. NOTE: A blank in these columns indicates that no records are available to verify that the ship or craft received an overhaul. Do not record date of inactivation repairs for this item and do not record overhaul when drydocking only was accomplished.
<33> 2	<u>BOTTOM PRESERVATION:</u> The calendar year of the last drydocking during which complete bottom preservation was accomplished.
<34> 2	<u>INSURV:</u> Calendar year of the last inspection conducted by the Board of Inspection and Survey. (See column 36).
<35> 2	<u>FUEL OIL:</u> The percentage of the total capacity of fuel oil (main propulsion supply only) presently onboard in units of ten.

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DESCRIPTION

<36> 4 RESTRICTIONS: Four columns are provided to indicate up to four categories of unsatisfactory INSURV findings.

- A - Unsatisfactory INSURV finding for Navigation.
- B - Unsatisfactory INSURV finding for Operations.
- C - Unsatisfactory INSURV finding for Aviation.
- D - Unsatisfactory INSURV finding for Weapons.
- E - Unsatisfactory INSURV finding for Deck.
- F - Unsatisfactory INSURV finding for Main Propulsion.
- G - Unsatisfactory INSURV finding for Boilers/Reactors.
- H - Unsatisfactory INSURV finding for Electrical.
- I - Unsatisfactory INSURV finding for Auxiliaries.
- J - Unsatisfactory INSURV finding for Damage Control/Hull Structure.
- K - Unsatisfactory INSURV finding for Supply.
- L - Unsatisfactory INSURV finding for Medical and Dental.
- M - Unsatisfactory INSURV finding for Habitability.
- N - Unsatisfactory INSURV finding for Repairs.
- U - More than four unsatisfactory INSURV findings.
(This is necessary since there are only four spaces allocated and some vessels will have more than four unsatisfactory findings.)
- Z - No unsatisfactory INSURV findings.

A)

<37> 4 REMOVALS: Significant equipment removals without replacement have occurred in the following areas:

- A - Auxiliary Machinery
- E - Electrical
- G - Galley, Food Preparation
- M - Medical
- N - Navigation
- O - Ordnance
- P - Main Propulsion
- X - No removals
- Z - Other (EX: Ground tackle, Watertight doors or hatches, booms, winches, catapults, etc.)

A)

<38> 1 DRY STOWAGE:

- D - If a craft is dry stowed aboard another vessel or ashore.
- S - If a vessel has a craft or boat stowed onboard.

