DEPARTMENT OF THE NAVY
NAVAL SEA SYSTEMS COMMAND
2531 JEFFERSON DAVIS HWY
ARLINGTON VA 22242-5160

IN REPLY REFER TO

NAVSEAINST 5450.4D
Ser 09B/196
22 Nov 96

NAVSEA INSTRUCTION 5450.4D

From: Commander, Naval Sea Systems Command

Subj: MISSION, FUNCTIONS AND TASKS OF THE NAVAL SEA LOGISTICS CENTER DETACHMENT ATLANTIC, INDIAN HEAD, MD

Ref: (a) OPNAVNOTE 5450 Ser 09B22/6U509531 of 17 MAY 96
(b) NAVSEAINST 5450.28F

Encl: (1) Functions and Tasks of the Naval Sea Logistics Center Detachment Atlantic, Indian Head, MD
(2) Administrative and Management Information

1. Purpose. To announce and document the mission, functions and tasks of the Naval Sea Logistics Center Detachment Atlantic, Indian Head, MD (NAVSEALOGCEN DET LANT INDIAN HEAD MD) as required by references (a) and (b).

2. Cancellation. NAVSEAINST 5450.4C of 28 October 1983

3. Background. The subject activitiy was originally established in 1969 (and designated as a shore activity in 1982) to provide Automated Data Processing (ADP), Management Information Systems and data systems design, development and support to the Naval Sea Systems Command (NAVSEA) and its shore activities. The activity provided coordination and control of operating systems and standard applications software for standard systems, for shore and headquarters. It served as the NAVSEA center for applied information technologies and as the center for logistics operating systems support. It also performed assigned management reviews of proposed ADP systems, equipment, services, applications software, and other functions or tasks as directed by higher authority.

4. Mission. To serve as the Naval Sea Systems Command (NAVSEASYSCOM) headquarters center for applied information technologies and solutions as well as the center for logistics operating systems support for the Fleet Logistics Support Directorate (SEA 04); to provide management information systems development and support for all naval shipyards, headquarters networking operations and maintenance, electronic distribution of naval messages to the desktop systems integration, automated information systems security and accreditation, modification and operation of headquarters corporate systems; to provide automation to NAVSEASYSCOM headquarters, Program Executive Officers, and the NAVSEASYSCOM field activities; to improve the management of operations, acquisition, daily business functions

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and execution of the NAVSEASYSCOM mission to support ships life cycle; to improve testing, prototyping and implementation of corporate and logistics related information applications for the naval shipyards, fleet support and logistics activities, and other NAVSEASYSCOM field activities; and to perform such other functions and tasks as may be directed by higher authority.

5. Status and Command Relationships. NAVSEALOGCEN DET LANT, Indian Head, MD is a category 1 detachment in an active, fully operational status under a director. The detachment's chain of command and other organizational relationships are as follows:

a. Chain of Command:

Echelon

1 Chief of Naval Operations
2 Commander, Naval Sea Systems Command
3 Commanding Officer, Naval Sea Logistics Center (SEA 04)
4 Director, Naval Sea Logistics Center Detachment Atlantic, Indian Head, MD

b. Area Coordination: CINCLANTFLT

c. Regional Coordination: COMNAVDIST WASHINGTON DC

6. Functions. The functions and tasks of NAVSEALOGCEN DET LANT, Indian Head, MD are contained in enclosure (1).

7. Action. In accomplishing the assigned mission, the Director, NAVSEALOGCEN DET LANT, Indian Head, MD will ensure performance of the functions and tasks listed in enclosure (1). The administrative information shown in enclosure (2) will be in effect until changed by a NAVSEA instruction. Send recommended changes via the chain of command.

G. R. Sterner

G. R. STERNER

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# Functions and Tasks of the NAVSEALOGCEN DETACHMENT ATLANTIC, INDIAN HEAD, MD

1. Provide Information Resources Management (IRM) services for NAVSEA Headquarters and NAVSEA sponsored field activities.

2. Provide expertise to NAVSEA IRM corporate organization, NAVSEA Directorates, and Program Executive Officers for identification of new information systems technologies and techniques, including tools for effective decision making; interface and integrate management processes related to Headquarters' business processes.

3. Perform electronic delivery and profiling of NAVSEA naval messages.

4. Direct technical implementation of NAVSEA Automated Information Systems Security Program and perform as Security Technical Implementor for NAVSEA and its field activities.

5. Provide telecommunications expertise to NAVSEA IRM corporate organization and directorates to include design, implementation, management, and maintenance of the network infrastructure, external communications, network control/management, directory services, E-mail, and applications integration.

6. Perform feasibility studies and integration of standard and command-wide information systems and technologies.

7. Design, develop, implement, and support standard management information systems for NAVSEA Shipyards and other industrial facilities.

8. Control the interfacing and integration of ADP software and data elements for NAVSEA Headquarters.

9. Recommend to NAVSEA sponsors methods for satisfying requirements through use of ADP resources.

10. Coordinate the ADP/IRM requirements of NAVSEA sponsors and field activities, recommend ADP systems, and allocate.

11. Perform advanced technology assessments and develop strategies for integration and deployment into current ADP for new systems and solutions.

12. Provide for transition, establishment, performance and operation of logistics operating systems and automated software systems as directed by NAVSEA.

13. Provide system support and central response for deployed and developing logistics support systems as directed by NAVSEA.

14. Perform configuration management and configuration control for designated logistics operating systems as directed by NAVSEA.

15. Provide program management support and technical expertise in support of logistics systems and NAVSEA management information systems as directed by NAVSEA.

16. Provide program system integration, program management, technical expertise and development services in support (and deployment) of environments as directed by NAVSEA.

17. Coordinate and integrate interactive courseware and specialized software in support of fleet training processes. Act as chief integrator for deployment of interactive electronic training technologies.

ADMINISTRATIVE AND MANAGEMENT INFORMATION

1. Plain Language Address (PLA)/Abbreviated Name of Activity:

NAVSEALOGCEN DET LANT INDIAN HEAD MD

2. Mailing Address:

DIRECTOR
Naval Sea Logistics Center
Detachment Atlantic
Box 100
Indian Head MD 20640-0100

Shipping Address:

NAVSEALOGCEN DET LANT
Bldg 1581, Receipt Control
Naval Surface Warfare Center
Indian Head, MD 20640-0100

3. Title of Civilian Head of Activity: Director

4. Chain of Command:

a. Echelon

1 Chief of Naval Operations
2 Commander, Naval Sea Systems Command (SEA 04)
3 Commanding Officer, Naval Sea Logistics Center
4 Director, Naval Sea Logistics Center Detachment Atlantic, Indian Head, MD

b. Area Coordination: CINCLANTFLT

c. Regional Coordination: COMNAVDIST WASHINGTON DC

5. Unit Identification Code: 68636

6. Standard Navy Distribution List (SNDL): C84C

7. Telephone Numbers: Commercial 301-743-6482
Fax 301-753-9680

8. Comments: None