



DEPARTMENT OF THE NAVY  
NAVAL SEA SYSTEMS COMMAND  
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IN REPLY REFER TO

NAVSEAINST 9070.1C  
Ser 07112F  
9 Nov 94

NAVSEA INSTRUCTION 9070.1C

From: Commander, Naval Sea Systems Command

Subj: STANDARD SPECIFICATION FOR SHIP REPAIR AND ALTERATION PROGRAM

Ref: (a) SUPSHIP Operations Manual (SOM) (S0300-B2-MAN-010/SOM)

Encl: (1) Types of Standard Specifications  
(2) Milestones for Annual Standard Specification for Ship Repair and Alteration Committee (SSRAC) Meetings  
(3) Format for Submitting Proposed Changes

1. Purpose. To establish the use of standard specifications in preparation of work specifications for surface ships and craft in private shipyards; and, to organize and define the responsibilities for development, revision, and control of these standard specifications. This is a major revision to NAVSEAINST 9070.1B.

2. Cancellation. NAVSEAINST 9070.1B of 13 July 1983 and report control symbol 9070-1.

3. Scope. The requirements of this instruction are applicable to naval non-nuclear surface ships and craft. Chapter 2 of reference (a) provides additional guidance on the technical content of work items prepared by the Supervisors of Shipbuilding, Conversion and Repair (SUPSHIP). In the event of any conflict between reference (a) and this instruction, the policies established herein shall govern. Conflicting areas shall be brought to the attention of the SSRAC Chairman and NAVSEA (SEA 071) and resolved by appropriate changes to reference (a). Problems related to local implementation or suggested modifications of standardized work items shall be brought to the attention of the SSRAC Chairman.

4. Background. Administration of contracts for the repair and alteration of naval ships and craft in private shipyards is the responsibility of the Supervisors of Shipbuilding, Conversion and Repair (SUPSHIP). In addition to contract administration responsibilities, SUPSHIPS are also responsible for preparing work specifications to be used in solicitation packages for ship repair contracts.

5. Discussion. The Standard Specification for Ship Repair and Alteration Committee (SSRAC) was established to develop, revise, and control standardized specifications for repair work performed

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on non-nuclear surface ships and craft in private shipyards. SUPSHIPS are responsible for invoking standard specifications in Invitations for Bid (IFB) and Requests for Proposal (RFP). SSRAC also controls standard phraseology and text which ensures the use of consistent specification language. There are five types of standardized specifications which are fully defined in Appendix 2-E of reference (a) and briefly defined in enclosure (1).

6. SSRAC Organization. The Supervisor of Shipbuilding, Conversion and Repair, USN, Jacksonville is designated as Chairman, Standard Specification for Ship Repair and Alteration Committee. The Chairman will be assisted by the following committees:

a. Steering Committee. Comprised of the SSRAC Chairman, legal counsel, and representatives from NAVSEA (SEA 071), COMNAVSURFLANT, COMNAVSURFPAC, and ad hoc members as appointed by the Chairman. The two main functions of the Steering Committee are to act on recommendations received from subcommittees (final point in the decision making/approval process) and handling issues that can not be resolved by subcommittees or that may be beyond the scope of any one subcommittee.

b. Safety/Environmental and Technical Subcommittees. These subcommittees are staffed by knowledgeable personnel from SUPSHIPS, NAVSEA, Naval Surface Warfare Center (NSWC) and ad hoc members appointed by the SSRAC Chairman. Committees review proposals on issues relating to their technical/trade specialties and provide recommendations to the Steering Committee with supporting rationale.

7. Action

a. SSRAC Chairman

(1) Act as the approval authority for NAVSEA and coordinate NAVSEA Standard Items (SIs), Standard Work Items (SWIs), and Appendix 2-E of reference (a) prepared by the SSRAC.

(2) Direct the program for development of SIs and SWIs.

(3) Assign tasks to the various SUPSHIPS to support the Standard Specifications Program.

(4) Assign each approved SWI to a SUPSHIP for the purpose of updating SWIs.

(5) Actively support the development of the Automated Specification Program for SWIs and Class Standard Work Items (CSWIs) for use by all SUPSHIPS.

(6) Schedule and chair annual meetings of the SSRAC to review and approve new SIs and SWIs and publish approved versions of SIs to be invoked in all procurements issued after receipt from the SSRAC Chairman, provided that their receipt supports the planning timetable for use. Enclosure (2) provides milestones for promulgation of revised SIs. Enclosure (3) provides the format for submitting proposed changes to SIs, SWIs, and Appendix 2-E, Chapter 2, of reference (a).

(7) Solicit comments on recommended changes to approved SIs and SWIs from other activities, review the comments and recommendations, and, if appropriate, include such items on the agenda for the next SSRAC meeting (or assign the matter to one or more SUPSHIPS for appropriate action). Rationale for all proposed changes, approved or disapproved, is provided in the final SSRAC package. The SSRAC will update Appendix 2-E to Chapter 2 of reference (a) at SSRAC meetings when required.

(8) Issue emergent changes to SIs and SWIs.

(9) Conduct annual specification preparation training as funded and scheduled by NAVSEA (SEA 071). Training materials will be current and include changes from the most recent annual SSRAC meeting.

b. SUPSHIPS. Those SUPSHIPS whose workload involves repair and alteration of non-nuclear surface ships shall:

(1) In IFB/RFPs, invoke the applicable SIs for each job order in paragraph 4 of the IFB/RFP schedule (Category I SIs) or in the individual work items for Category II SIs. In addition, include an index listing of all invoked SIs in each specification package.

(2) Appoint one senior management member to act as the command Standardization Coordinator and member of the SSRAC. It is recommended that this person be in an organizational position that has direct access to the Supervisor/Planning Officer. This person will be responsible for reviewing, implementing, and providing training in the use of SIs, SWIs, and CSWIs. Designation as a SSRAC member shall be a matter of record and be reflected in organizational charts and job/position descriptions.

(3) Make use of existing SIs and SWIs, implement new

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SIs and SWIs as developed, and provide command support to ensure that the objectives of the program are met.

(4) Issue SIs to contractors under SUPSHIP cognizance. Newly approved SIs will be issued to contractors within 30 days of receipt of the minutes of the annual SSRAC meeting at which the item or change was approved.

(5) Accomplish tasks assigned by the SSRAC chairman in support of the Standard Specifications Program.

  
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NAVSEA STANDARD SPECIFICATION FOR  
SHIP REPAIR AND ALTERATION COMMITTEE  
(SSRAC)

Types of Standardized Specifications

**NAVSEA Standard Items (SIs).** Are those items that establish uniform methods and standards for routine requirements normally invoked in ship repair work to be accomplished under a job order, including multi-year, multi-ship phased maintenance contracts. These items are invoked whenever applicable, without revision. SIs are approved by the SSRAC Chairman acting on the advice provided by the SSRAC committee and cognizant NAVSEA codes (such as SEA 028, SEA 071, SEA 07Q, and SEA 00L). Standard Item numbers are assigned in the 009-XX series. The use of SIs is mandatory in ship repair or alteration specifications issued under a Master Ship Repair Agreement (MSRA) or Agreement for Boat Repair (ABR) for non-nuclear surface ships and craft. Modification of SIs for local use is not authorized. There are two categories of SIs from the standpoint of utilization.

(1) Category I SIs. Are invoked in the IFB/RFP and apply to the entire job order without further reference in the individual work items. For example, SI 009-04 (Inspection Systems Requirements).

(2) Category II SIs. When applicable, shall be invoked in the individual work item. For example, SI 009-23 (Interferences; remove and install).

**Standard Work Items (SWIs).** Are items prepared to describe the work scope associated with a specific level of repair to specific equipment or systems. SWIs are approved by the SSRAC Chairman and assigned numbers in accordance with NAVSEA S9040-AA-IDX-010/SWBS5D (Expanded Ship Work Breakdown Structure (ESWBS)). Approval is based on recommendations from an individual SUPSHIP who is assigned lead responsibility for coordination of technical input and resolution of comments for a specific group of SWIs. The SSRAC Chairman will make such additional review as appropriate and provide each SUPSHIP with an approved reproducible copy and update the appropriate index. Unless otherwise designated, SWIs may be modified to suit local conditions and the specific scope of work required to meet the customer's requirements. SWIs should be utilized to the maximum extent possible.

**Class Standard Work Items (CSWIs).** Are work items for accomplishment of ship alterations or Class B overhaul of

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equipment or systems or for other recurring work which have been prepared for a specific ship class in accordance with NAVSEAINST 4710.9 (series). CSWIs are suitable for a number of specified ships of the class. The technical requirements are derived from Technical Repair Standards, Preventive Maintenance Standards and Technical Manuals and reflect the known technical requirements and applicable test procedures associated with the specific equipment as well as requirements such as interferences, accesses and ship system parameters associated with the specific ship class. CSWIs are numbered in accordance with the ESWBS and are loaded into the automated specification data base by the cognizant class planning SUPSHIP. The automated specification data base is part of the automated specification system and provides work specifications tailored to specific work requirements (Class B or C repairs) based on the level of repair required. Access to the data base is open to all SUPSHIPS on the automated specification network. Each class planning SUPSHIP is responsible for maintaining its CSWI data file. Review of the files will be accomplished and feedback (lessons learned) incorporated into the Automated Specification Program.

**Local Standard Items (LSIs).** Are items which meet the criteria of SIs but are approved on a case basis for local area use only. LSIs shall not be used in coast-wide bidding or extended solicitations. LSIs are numbered sequentially in the 099-XX series (i.e., 099-XXCH for a SUPSHIP Charleston LSI). Approval of Local Standard Items will be made at the local level.

**Locally Prepared Work Items (LPWIs).** Are Work Items that must be prepared to suit specific work requirements where applicable SWIs or CSWIs are not available.

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MILESTONES FOR ANNUAL STANDARD SPECIFICATION FOR SHIP  
REPAIR AND ALTERATION PROGRAM (SSRAC)

SSRAC meeting (M) will be convened annually:

MILESTONES

M-120: SSRAC Chairman. Schedules annual SSRAC meeting and requests proposals for agenda items.

M-60: SSRAC members. Deadline for submission of final draft versions of proposed changes to Standard Items (SIs), Standard Work Items (SWIs), and Appendix 2-E to the SSRAC Chairman.

M-30: SSRAC Chairman. Promulgates final draft version of agenda items and the agenda to SSRAC members, identifies subcommittees and their chairman and provides a copy of proposed changes and back-up data to all.

M: Convene SSRAC meeting.

M+30: SSRAC Chairman. Completes review of committee actions and promulgates revised or newly developed actions to cognizant activity coordinators for final review and comments.

M+60: Activity SSRAC coordinators. Return reviewed actions to the SSRAC Chairman.

M+90: SSRAC Chairman. Promulgates final committee actions of SSRAC meeting. Upon receipt, activity coordinators disseminate newly developed doctrine and procedure for implementation.

Enclosure (2) -

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NAVSEA STANDARD SPECIFICATION FOR  
SHIP REPAIR AND ALTERATION COMMITTEE  
(SSRAC)

PROPOSED CHANGES

Submitting Activity\_\_\_\_\_

Activity POC:\_\_\_\_\_ Date:\_\_\_\_\_  
(NAME/CODE)

Item No:\_\_\_\_\_ Title:\_\_\_\_\_

1. Paragraph No.\_\_\_\_\_ Page No.\_\_\_\_\_

2. Problem and Rationale:

3. Proposed Change:

Note: Paragraphs 1, 2, and 3 may be repeated for subject item as space may allow.

Enclosure (3) -