



## DEPARTMENT OF THE NAVY

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

IN REPLY TO

NAVSEAINST 4740.1D  
Ser 395A3T/074  
18 Mar 03

### NAVSEA INSTRUCTION 4740.1D

From: Commander, Naval Sea Systems Command

Subj: NAVSEA SUBMISS/SUBSUNK BILL FOR SUBMARINES AND MANNED  
NONCOMBATANT SUBMERSIBLES

Ref: (a) OPNAV Submarine Disaster Notebook (OPNAV N87) of  
1 Nov 98  
(b) NAVSEANOTE 4740

Encl: (1) NAVSEA Action to be Taken in Support of a U.S.  
Military SUBMISS/SUBSUNK Declaration  
(2) NAVSEA Action to be Taken in Support of a Friendly  
Foreign or Civilian SUBMISS/SUBSUNK Declaration  
(3) SEA 07/PEO-SUB SUBMISS/SUBSUNK Action

1. Purpose. To ensure that the Naval Sea Systems Command is prepared to provide assistance whenever Submarine Missing/Submarine Sunk (SUBMISS/SUBSUNK) is declared for a submarine or manned noncombatant submersible. This instruction is a major revision to reflect the NAVSEA move to the Washington Navy Yard and lessons learned from the Russian KURSK submarine accident. This revised instruction should be read in its entirety.

2. Cancellation. NAVSEAINST 4740.1C of 9 August 1999.

3. Background

a. In the event a U.S. or friendly foreign submarine, a manned submersible operated by either the U.S. Navy or friendly foreign force, or a submersible under U.S. Navy lease or loan is missing or lost, reference (a) outlines the actions to be taken by the Navy Department Duty Captain (NDDC), Navy Command Center (NCC). These actions will be referred to as "SUBMISS/SUBSUNK." SUBMISS/SUBSUNK procedures will be placed in effect by the submarine operating authority under whose control the submarine is operating. A vessel may be reported missing (SUBMISS) if the crew fails to observe a scheduled contact (in accordance with its operational orders) within a prescribed time-lapse. A vessel may

be reported missing (SUBMISS) if the Submarine Emergency Position and Indicating Radio Beacon (SEPIRB) notification systems is activated and reported by NOAA to NCC. If a vessel is known to be lost through accident or has been listed SUBMISS for a prescribed period of time, a SUBSUNK report may be issued. The NDDC is directed by reference (a) to notify the NAVSEA Headquarters Duty Officer of the situation.

b. The U.S. Navy currently has active Foreign Military Sales (FMS) or Memorandum of Agreement (MOA) cases to provide Submarine Rescue Services with countries listed in enclosure (3) of reference (b). If U.S. Navy assistance is requested by a foreign nation through a FMS or a MOA agreement, SUBMISS/SUBSUNK will be declared by the NDDC.

c. For the loss of a civilian submersible not operated by or under the control of the U.S. Navy, the U.S. Coast Guard may request Navy assistance in accordance with the National Search and Rescue Manual (JCS Publication 3-50 COMDTINST M161120.5A). Provision is made for the use of Navy facilities to meet civil needs on a not-to-interfere basis with higher priority military missions. If U.S. Navy assistance is requested by the Coast Guard, SUBMISS/SUBSUNK will be declared by the NDDC.

d. Normally, operational submarine rescue assets will be mobilized directly by the Deep Submergence Unit (DSU), under the command of Submarine Development Squadron FIVE in San Diego, CA. DSU maintains and operates the U.S. Navy's submarine rescue assets and is prepared to undertake rapid response and fly-away submarine rescue missions under the cognizant operational commander. NAVSEA is responsible for providing immediate support to the Chief of Naval Operations and other activities for (principally DSU) conduct of the search, location, rescue, or recovery operations.

#### 4. Scope

a. This instruction provides direction to:

(1) Ensure that NAVSEA codes who may receive notification of a SUBMISS/SUBSUNK declaration, alert appropriate personnel.

(2) Designate and assign responsibilities to NAVSEA codes for support of SUBMISS/SUBSUNK.

(3) Ensure that within NAVSEA, SUBMISS/SUBSUNK awareness training is conducted.

(4) Ensure that documentation data packages are developed and maintained to support SUBMISS/SUBSUNK operations involving U.S. Navy submarines or U.S. Navy maintained or leased submersibles.

b. The provisions of this instruction will cease to apply should the operation become one of a salvage nature. Appropriate salvage instructions will then apply. This occurs when:

(1) The personnel in the submarine escape or are rescued and the submarine or parts thereof remain on the ocean floor.

(2) The personnel entrapped have perished and rescue is no longer possible.

c. Enclosure (1) specifies those actions which must be taken by the NAVSEA Headquarters Duty Officer or NAVSEA Deputy Commander for Undersea Warfare (SEA 07) when notified of a SUBMISS/SUBSUNK declaration for U.S. Military SUBMISS/SUBSUNK.

d. Enclosure (2) specifies those actions that must be taken by the NAVSEA Headquarters Duty Officer or SEA 07 when notified of a SUBMISS/SUBSUNK declaration for a friendly foreign or civilian SUBMISS/SUBSUNK.

e. Enclosure (3) provides the SEA 07 SUBMISS/SUBSUNK action bill.

## 5. Action

a. NAVSEA personnel who receive notification that SUBMISS/SUBSUNK has been declared for a U.S. submarine or a manned submersible operated by the U.S. Navy or under U.S. Navy lease or loan shall immediately contact during non-working hours the NAVSEA Headquarters Duty Officer, or during working hours, SEA 07.

(1) When notified that a SUBMISS/SUBSUNK has been declared, the NAVSEA Headquarters Duty Officer, SEA 07, or their designated staff shall carry out the actions delineated in enclosure (1).

(2) SEA 07 shall direct the NAVSEA response to a SUBMISS/SUBSUNK declaration. The Program Manager, Deep Submergence Systems Program (PMS395), shall assist SEA 07 and shall act in his absence in accordance with (IAW) enclosure (1).

b. NAVSEA personnel who receive notification that SUBMISS/SUBSUNK has been declared for a friendly foreign or civilian submarine or submersible shall immediately contact SEA 07 or during non-working hours, the NAVSEA Headquarters Duty Officer.

(1) When notified that a SUBMISS/SUBSUNK has been declared, the NAVSEA Headquarters Duty Officer, SEA 07, or their designated staff shall carry out the actions delineated in enclosure (2).

(2) SEA 07 shall direct the NAVSEA response to a SUBMISS/SUBSUNK declaration. PMS395 shall assist SEA 07 and shall act in his absence in accordance with (IAW) enclosure (2).

c. The Supervisor of Salvage (SEA 00C) shall prepare and maintain a status of the Navy's Search and Rescue assets controlled by SEA 00C. PMS395 shall prepare and maintain a status of the Navy's Search and Rescue assets controlled by PMS395. Both shall provide this status quarterly to NDDC and to the Office of Military Personnel (SEA 09M) to keep the NAVSEA Headquarters Duty Officer standing instructions current.

d. The Office of Military Personnel (SEA 09M) shall ensure that a copy of this instruction and references (a) and (b) are readily available to the NAVSEA Headquarters Duty Officer.

e. PMS395 is responsible to verify and update this instruction.

f. SEA 07 shall ensure that the following documents for U.S. submarines are located in the SEA 07 Technical Information Center located in Bldg. 201, Room 1W091. PMS395 holds in Bldg. 176, Room 4300 all documents on USS PARCHE (SSN 683), Submarine NR-1, MYSTIC (DSRV1), Submarine Rescue Chamber (SRC), USS DOLPHIN (AGSS 555) and the Advanced Seal Delivery System (ASDS-1).

- Booklet of General Plans
- SUBSAFE Certification Boundary Book
- Damage Control Book

- Ship Information Book
- Ship Salvage Drawings
- Ship Systems Manuals
- Steam and Electric Plant Manuals
- Training Aid Booklets
- Submersible System Certification
- Submersible Scope of Certification
- Notebooks for Submersibles

g. Enclosure (3) is provided for all Program Managers to post conspicuously throughout their office spaces as a quick reference for those individuals responsible for action items upon notification of SUBMISS/SUBSUNK.



A. W. Lengerich  
Vice Commander

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	A1J1L	PEO IWS WNY DC
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	A3	CNO WASHINGTON DC (N77, N773, N09B)
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NAVSEAINST 4740.1D

FKP1E NAVUNDERSEAWARCENDIV NEWPORT RI  
FKP4A NAVSURFWARCEN COASTSYSSTA  
FKP4E NAVSURFWARCEN CARDEROCKDIV  
FKP6 NAVXDIVINGU PANAMA CITY FL  
FKP7 NAVSHIPYD PUGET SOUND WA  
FKP8 SUPSHIP  
FT44 NAVDIVESALVTRACEN PANAMA CITY FL  
FT88 EDOSCOL PORT HUENEME CA

Copy to:

SEA 00  
SEA 09  
SEA 00C (10)  
SEA OOD  
SEA 05 (10)  
PEO-SUB (5)  
SEA 08 (5)  
SEA 07 (5)  
SEA 07Q (5)  
SEA 07T (5)  
PMS350 (5)  
PMS380 (5)  
PMS392 (15)  
PMS395 (5)  
PMS450 (5)  
SEA 09M

Stocked:

COMNAVSEASYS COM (SEA 1015)

NAVSEA ACTION TO BE TAKEN IN SUPPORT OF A  
U.S. MILITARY SUBMISS/SUBSUNK DECLARATION

**NAVSEA Action to Be Taken in Support of a  
U.S. Military SUBMISS/SUBSUNK Declaration**

1. When notified by the Navy Department Duty Captain (NDDC) or OPNAV representative that "SUBMISS/SUBSUNK" has been declared for a U.S. submarine or a manned submersible operated by the U.S. Navy or under U.S. Navy lease or loan, NAVSEA will be instrumental in providing technical and backup information to support and advise OPNAV. To ascertain and identify responsible program personnel and the correct technical data, drawings, and publications are available, it is paramount that the following information be obtained during the notification contact.

**SUBMISS/SUBSUNK INITIAL REPORT FORM**

TIME: \_\_\_\_\_ DATE: \_\_\_\_\_

**INCIDENT REPORTED BY**

NAME/RANK: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

PHONE: \_\_\_\_\_

**NATURE OF INCIDENT**

VESSEL: \_\_\_\_\_ HULL NUMBER: \_\_\_\_\_

MISSING: \_\_\_\_\_ SUNK: \_\_\_\_\_

NUMBER OF PERSONNEL ON BOARD: \_\_\_\_\_

**LOCATION OF INCIDENT**

LAT: \_\_\_\_\_ LONG: \_\_\_\_\_

ESTIMATED DEPTH (FT): \_\_\_\_\_

POSITION DETERMINED BY: \_\_\_\_\_

TIME OF LAST POSITION: \_\_\_\_\_

TIME DIVE COMMENCED //  
LIFE SUPPORT CONSUMPTION BEGAN: \_\_\_\_\_

NAVSEAINST 4740.1D

**COMMS WITH DISTRESSED VESSEL**

YES: \_\_\_\_\_ NO: \_\_\_\_\_

METHOD (UQC, RADIO, ETC): \_\_\_\_\_

**ASSISTANCE PRESENTLY BEING PROVIDED**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ASSISTANCE REQUESTED**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

OPNAV POINT OF CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

2. NAVSEA personnel who receive notification that SUBMISS/SUBSUNK has been declared for a U.S. submarine or a manned submersible operated by the U.S. Navy or under U.S. Navy lease or loan shall immediately contact during non-working hours the NAVSEA Headquarters Duty Officer, or during working hours, the Deputy Commander for Undersea Warfare (SEA 07).

- NAVSEA Headquarters Duty Officer (202) 781-3889 or
- Deputy Commander for Undersea Warfare (202) 781-4000

3. Upon being notified of "SUBMISS/SUBSUNK" declaration, NAVSEA Duty Officer shall contact the personnel listed in reference (b), enclosure (1), in the order listed, using the most expeditious means available. Inform them of the situation and the action(s) required of them as listed herein.

4. Upon being notified of "SUBMISS/SUBSUNK" declaration, SEA 07 or designated representative shall take the following actions:

- a. Assist the Director Submarine Warfare Division (N77) in coordinating CNO's actions. A Crisis Action Team will be established in the CNO Crisis Action Center ((703) 695-0231, -0232, -0233) under CNO (N77) direction.

- b. Establish a continuous watch in SEA 07.
  - c. Establish liaison with Commander, Submarine Development Squadron FIVE IAW Part A of this enclosure.
  - d. Notify the Naval Shipyard Commander and the Supervisor of Shipbuilding, Conversion and Repair, USN, nearest the scene IAW Part B of this enclosure.
  - e. If the submarine is nuclear-powered, coordinate information and action with the SEA 08 Program Manager for Commissioned Submarines.
5. Upon being notified of a SUBMISS/SUBSUNK event, PMS395 shall provide advice to the NAVSEA Headquarters Duty Officer or SEA 07 on submersible and rescue matters.
6. Upon being notified of a SUBMISS/SUBSUNK event, the Supervisor of Salvage (SEA 00C) shall take the following action:
- a. Provide advice to the NAVSEA Headquarters Duty Officer or SEA 07 on diving and salvage matters.
  - b. Notify appropriate remote control vehicle contractor/operator for possible deployment.
  - c. Notify the closest emergency ship salvage material base.
  - d. Notify the appropriate diving contractor.
  - e. Notify the appropriate salvage contractor.
  - f. When directed by SEA 07, execute a rescue by salvage of the disabled submarine (DISSUB).
7. Upon being notified of a SUBMISS/SUBSUNK event, the responsible NAVSEA Program Office shall take the following action:
- a. Provide advice to SEA 07 and to SEA 00C on submarine matters.

b. Coordinate with the SEA 08 Program Manager for Commissioned Submarines if a nuclear submarine is involved.

c. Assemble the applicable following publications for the submarine or submersible as appropriate. The applicable documents for U.S. Military SUBMISS/SUBSUNK are located in the SEA 07 Technical Information Center located in Bldg. 201, Room 1W091. PMS395 holds in Bldg. 176, Room 4300 all documents on USS PARCHE (SSN 683), Submarine NR-1, MYSTIC (DSRV1), Submarine Rescue Chamber (SRC), USS DOLPHIN (AGSS 555) and the Advanced Seal Delivery System (ASDS-1).

- Booklet of General Plans
- SUBSAFE Certification Boundary Book
- Damage Control Book
- Ship Information Book
- Ship Salvage Drawings
- Ship Systems Manuals
- Steam and Electric Plant Manuals
- Training Aid Booklets
- Submersible System Certification
- Submersible Scope of Certification
- Notebooks for Submersibles

8. Upon being notified of a SUBMISS/SUBSUNK event, the Public Affairs Office (SEA 00D) shall advise the NAVSEA Headquarters Duty Officer or SEA 07 and prepare media notification (via the Navy's Office of Information) about the event, coordinating efforts with the SEA 08 Program Manager for Commissioned Submarines when a nuclear-powered submarine is involved.

NAVSEAINST 4740.1D

PART A

COMSUBDEVRON FIVE NOTIFICATION LIST FOR  
U.S. MILITARY SUBMISS/SUBSUNK

Instruction: Establish liaison with the Commander, Submarine Development Squadron FIVE.

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME CONTACTED (EST)	TITLE	COMMANDING OFFICER TELEPHONE NUMBER	WATCH OFFICER TELEPHONE NUMBER
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\_\_\_\_\_ Commander, Submarine Development Squadron FIVE (619) 553-7088 (619) 553-7132

PART B

SHIPYARD NOTIFICATION LIST FOR  
U.S. MILITARY SUBMISS/SUBSUNK

Instruction: Notify the Naval Shipyard Commander and the Supervisor of Shipbuilding,  
Conversion and Repair, USN, nearest the scene.

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME CONTACTED (EST)	TITLE	COMMANDING OFFICER TELEPHONE NUMBER	WATCH OFFICER TELEPHONE NUMBER
_____	Commander, Norfolk Naval Shipyard	(757) 396-9333	(757) 396-8615
_____	Commander, Pearl Harbor Naval Shipyard and Intermediate Maintenance Facility	(803) 474-9119	(808) 474-1271
_____	Commander, Portsmouth Naval Shipyard	(207) 438-2700	(207) 438-2200
_____	Commander, Puget Sound Naval Shipyard	(360) 476-3161	(360) 476-3467
_____	SUPSHIP Groton	(860) 433-2459	(860) 908-0045
_____	SUPSHIP Newport News	(757) 380-4221	(757) 872-5418

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NAVSEA ACTION TO BE TAKEN IN SUPPORT OF A  
FRIENDLY FOREIGN OR CIVILIAN SUBMISS/SUBSUNK DECLARATION

**NAVSEA Action to Be Taken in Support of a  
Friendly Foreign or Civilian SUBMISS/SUBSUNK Declaration**

1. The U.S. Navy currently has active Foreign Military Sales (FMS) or Memorandum of Agreement (MOA) cases to provide Submarine Rescue Services with the nations listed in reference (b). If U.S. Navy assistance is requested by a foreign nation through a FMS or MOA agreement, SUBMISS/SUBSUNK will be declared by the Navy Department Duty Captain (NDDC).

2. For the loss of a civilian submersible not operated by or under the control of the U.S. Navy, the U.S. Coast Guard may request Navy assistance in accordance with the National Search and Rescue Manual (JCS Publication 3-50 COMDTINST M161120.5A). Provision is made for the use of Navy facilities to meet civil needs on a not-to-interfere basis with higher priority military missions. If U.S. Navy assistance is requested by the Coast Guard, SUBMISS/SUBSUNK will be declared by the NDDC.

3. When notified by the NDDC or OPNAV representative that SUBMISS/SUBSUNK has been declared for a friendly foreign or civilian submarine or submersible, NAVSEA will be instrumental in providing technical and backup information to support and advise OPNAV. To ascertain and identify responsible program personnel and the correct technical data, drawings, and publications are available, it is paramount that the following information be obtained during the notification contact.

**SUBMISS/SUBSUNK INITIAL REPORT FORM**

TIME: \_\_\_\_\_

DATE: \_\_\_\_\_

**INCIDENT REPORTED BY**

NAME/RANK: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

PHONE: \_\_\_\_\_

**NATURE OF INCIDENT**

NATIONALITY: \_\_\_\_\_

MILITARY: \_\_\_\_\_ CIVILIAN: \_\_\_\_\_

VESSEL: \_\_\_\_\_ HULL NUMBER: \_\_\_\_\_

MISSING: \_\_\_\_\_ SUNK: \_\_\_\_\_

NUMBER OF PERSONNEL ON BOARD: \_\_\_\_\_

**LOCATION OF INCIDENT**

LAT: \_\_\_\_\_ LONG: \_\_\_\_\_

ESTIMATED DEPTH (FT): \_\_\_\_\_

POSITION DETERMINED BY: \_\_\_\_\_

TIME OF LAST POSITION: \_\_\_\_\_

TIME DIVE COMMENCED //  
LIFE SUPPORT CONSUMPTION BEGAN: \_\_\_\_\_

**COMMS WITH DISTRESSED VESSEL**

YES: \_\_\_\_\_ NO: \_\_\_\_\_

METHOD (UQC, RADIO, ETC): \_\_\_\_\_

**ASSISTANCE PRESENTLY BEING PROVIDED**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ASSISTANCE REQUESTED**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NAVSEAINST 4740.1D

OPNAV POINT OF CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

4. NAVSEA personnel who receive notification that SUBMISS/SUBSUNK has been declared for a friendly foreign or civilian submarine or submersible shall immediately contact during non-working hours the NAVSEA Headquarters Duty Officer, or during working hours, the Deputy Commander for Undersea Warfare (SEA 07).

- NAVSEA Headquarters Duty Officer (202) 781-3889 or
- Deputy Commander for Undersea Warfare (202) 781-4000

5. Upon being notified of "SUBMISS/SUBSUNK" declaration, NAVSEA Duty Officer shall contact the personnel listed in reference (b), enclosure (2), in the order listed, using the most expeditious means available. Inform them of the situation and the action(s) required of them as listed herein.

6. Upon being notified of "SUBMISS/SUBSUNK" declaration, SEA 07 or designated representative shall take the following actions:

a. Assist the Director Submarine Warfare Division (N77) in coordinating CNO's actions. A Crisis Action Team will be established in the CNO Crisis Action Center ((703) 695-0231, -0232, -0233) under CNO (N77) direction.

b. Establish a continuous watch in SEA 07.

c. Establish liaison with the Commander, Submarine Development Squadron FIVE; see Part A of this enclosure.

d. If the submarine is nuclear-powered, coordinate information and action with the SEA 08 Program Manager for Commissioned Submarines.

7. Upon being notified of a SUBMISS/SUBSUNK event, PMS395 shall provide advice to the NAVSEA Headquarters Duty Officer or SEA 07 on submersible and rescue matters.

8. Upon being notified of a SUBMISS/SUBSUNK event, the Supervisor of Salvage (SEA 00C) shall take the following action:

a. Provide advice to NAVSEA Headquarters Duty Officer or SEA 07 on diving and salvage matters.

- b. Notify appropriate remote control vehicle contractor/operator for possible deployment.
- c. Notify the closest emergency ship salvage material base.
- d. Notify the appropriate diving contractor.
- e. Notify the appropriate salvage contractor.
- f. When directed by SEA 07, execute a rescue by salvage of the disabled submarine (DISSUB).

9. Upon being notified of a SUBMISS/SUBSUNK event, the responsible NAVSEA Program Office shall take the following action:

- a. Provide advice to SEA 07 and to SEA 00C on submarine matters.
- b. Coordinate with the SEA 08 Program Manager for Commissioned Submarines if a nuclear submarine is involved.
- c. Contact SEA 05P2 for all available information, drawings, or specifications on the friendly foreign or civilian submarine or submersible. Assemble any applicable publications for the submarine or submersible as appropriate. For submarines not contained in enclosure (3) of reference (b), assemble all available documentation to evaluate rescue possibility and assess risks involved.

10. Upon being notified of a SUBMISS/SUBSUNK event, the Security Assistance Program Office (PMS380) shall contact the appropriate country officer in both PMS380 and the Navy International Programs Office.

11. Upon being notified of a SUBMISS/SUBSUNK event, the Public Affairs Office (SEA 00D) shall advise the NAVSEA Duty Officer or SEA 07 and prepare media notification (via the Navy's Office of Information) about the event, coordinating efforts with the SEA 08 Program Manager for Commissioned Submarines when a nuclear-powered submarine is involved.

PART A

COMSUBDEVRON FIVE NOTIFICATION LIST FOR  
FRIENDLY FOREIGN OR CIVILIAN SUBMISS/SUBSUNK

Instruction: Establish liaison with the Commander, Submarine Development Squadron FIVE.

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME CONTACTED (EST)	TITLE	COMMANDING OFFICER TELEPHONE NUMBER	WATCH OFFICER TELEPHONE NUMBER
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\_\_\_\_\_ Commander, Submarine Development Squadron FIVE (619) 553-7088 (619) 553-7132

SEA 07/PEO-SUB SUBMISS/SUBSUNK ACTION

AS A SEA 07 OR, IF APPLICABLE, PEO-SUB PROJECT MANAGER, IF YOU ARE NOTIFIED BY THE NAVSEA DUTY OFFICER OF SUBMISS/SUBSUNK DECLARATION, OR OTHER MAJOR CASUALTY, TAKE THE FOLLOWING ACTION:

1. IF YOU ARE NOT A MEMBER OF THE COGNIZANT PROGRAM OFFICE (SEA 07, PMS392, OR PMS395), ADVISE THE DUTY OFFICER TO USE THE CALL DOWN LIST PROVIDED IN NAVSEANOTE 4740. DO NOT OTHERWISE INVOLVE YOURSELF.
2. IF YOU ARE ATTACHED TO THE COGNIZANT PROGRAM OFFICE, DETERMINE IF THE NAVSEA DUTY OFFICER HAS NOTIFIED SEA 07 OR, IF APPLICABLE, PEO-SUB AND YOUR PROGRAM MANAGER. IF HE HAS BEEN UNSUCCESSFUL, CONTACT THE MOST SENIOR INDIVIDUAL IN SEA 07, PEO-SUB, AND YOUR PROGRAM OFFICE AS SOON AS POSSIBLE AND TAKE ACTION AS DIRECTED.
3. IF NONE OF THE ABOVE PERSONNEL CAN BE CONTACTED, YOU ARE IN EFFECT THE ACTION OFFICER FOR SEA 07 OR PEO-SUB AND WILL:
  - a. CONTACT THE DEEP SUBMERGENCE SYSTEMS PROGRAM (PMS395) (202) 781-7395 TO RENDER ASSISTANCE.
  - b. CONTACT THE SUPERVISOR OF SALVAGE (SEA OOC) (202) 781-0731 TO RENDER ASSISTANCE.
  - c. OBTAIN COMBINATION AND ADT SECURITY ALARM CODE FOR SECURE ROOM WNY BLDG 201, ROOM 1W091, SEA 07 TECHNICAL INFORMATION CENTER (TIC) FROM NAVSEA SECURITY OFFICER OR THE NAVSEA DUTY OFFICERS LISTING, GAIN ACCESS, AND ESTABLISH A CONTINUOUS WATCH IN THE TIC (PHONE NUMBERS ARE (202\_ 781-1356/1462) AND KEEP THE NAVSEA DUTY OFFICER APPRISED OF LOCATION PHONE NUMBER, STU III PHONE, FAX, ATIS, AND VAX MACHINES/WORK STATIONS ARE LOCATED THEREIN.
  - d. PERFORM CALL DOWN DUTIES AS OUTLINED IN NAVSEANOTE 4740 AND REVIEW THIS INSTRUCTION FOR ADDITIONAL ACTIONS.
4. FOR U.S. MILITARY SUBMISS/SUBSUNK, LOCATE STACK AREA OF SEA 07 TIC LABELED SUBMISS/SUBSUNK. THIS AREA CONTAINS THE INDEX FOR THE CERTIFICATION BOUNDARY BOOKS, DAMAGE CONTROL BOOKS, SHIP SALVAGE DRAWINGS, SHIP SYSTEM MANUALS, STEAM AND ELECTRIC PLANT MANUALS, BOOKLETS OF GENERAL PLANS AND TRAINING, AND SHIP INFORMATION BOOKS FOR ALL NUCLEAR SUBMARINES. PMS395 STAFF HOLDS ALL DOCUMENTATION ON SSN 683, AGSS 555, DSRV 1, SRC, SUBMARINE NR-1 and ASDS-1. ASSEMBLE THE FOLLOWING PUBLICATIONS ON THE SUBMARINE OR NONCOMBATANT AS APPROPRIATE. FOR FRIENDLY FOREIGN OR CIVILIAN SUBMISS/SUBSUNK, CONTACT SEA 05P2 FOR ALL AVAILABLE INFORMATION, DRAWINGS, OR SPECIFICATIONS.

TECHNICAL INFORMATION CENTER

LOCATION

* CERTIFICATION BOUNDARY BOOK (FOR SUBSAFE-CERTIFIED SUBMARINES)	STACK 0
* DAMAGE CONTROL BOOK	STACK 5
* SHIP SALVAGE DRAWINGS	STACK 4
* SHIP SYSTEMS MANUAL (SSN 688, SSBN 726, AND SSN 21 CLASS)	STACK 3
* STEAM AND ELECTRIC PLANT MANUALS (SSN 688, SSBN 726, AND SSN 21 CLASS)	STACK 4
* SHIP INFORMATION BOOK	STACK 5
* BOOKLET OF GENERAL PLANS	STACK 4
* SSN 688 AND SSBN 726 TRAINING AID BOOKLET	STACK 4
* PRE-688 CLASS TRAINING BOOKLET	STACK 0

6. NAVSEA DUTY OFFICER'S TELEPHONE NUMBER – (202) 781-3889  
(REVISED 2/5/03)

Enclosure (3)

NAVSEAINST 4740.1D

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