



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

IN REPLY REFER TO  
NAVSEAINST 4490.4  
SEA 21M  
16 Oct 2020

NA VSEA INSTRUCTION 4490.4

From: Commander, Naval Sea Systems Command (SEA 21)

Subj: GUIDANCE AND POLICY FOR LONG-RANGE PLANNING OF  
MODERNIZATION MATERIAL REQUIREMENTS

Ref: (a) COMFLTFORCOMINST 4790.3D  
(b) COMNAVSURFOR ltr 4700 Ser N00/532 of 5 Jul 19

1. Purpose. To provide guidance and modified processes for planning efforts supporting the early identification and procurement of Government Furnished Material (GFM) for Modernization alterations on surface ships at the Chief of Naval Operations (CNO) availability start minus 720 days (A-720) execution point for every ship availability.
2. Background. To support on-time delivery of surface ship CNO availabilities, references (a) and (b) both outline the importance of adherence to planning milestones as being foundational to the on-time delivery of ships from availabilities. The timely identification of GFM to support material identification for Modernization work is a critical planning subcomponent required for the on-time delivery of ships.
  - a. The Joint Fleet Maintenance Manual, reference (a), defines all material with greater than a 30 day lead time as Long Lead Time Material. (LLTM). The Government is responsible for providing the Modernization LLTM for each availability while the Master Ship Repair shipyard activities typically are contracted to provide the material with less than 30 days lead time.
  - b. The PMS407 program office is the Government activity that has the overall responsibility for managing the Modernization processes. PMS407 manages the processes for defining and acquiring the Modernization LLTM. The Participating Acquisition Resource Manager (PARM) activities have a responsibility to provide funding for the material required to execute their individual PARM alterations if those alterations are not designated as part of the major ship class modernization programs. Funding is submitted to the relevant Supervisor of Shipbuilding, Conversion and Repair (SUPSHIP) for further distribution.
  - c. PMS407 acquires the Modernization materials via the designated ship class private planning yard activities. To a lesser extent, in some instances, PMS407 will utilize the Defense Logistics Agency and Navy Supply Systems Command Weapons Systems Support government organizations to acquire the systems when the material is available in the stock system to support modernization

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d. The major milestones associated with the current Modernization material processes are as follows:

- (1) Incremental funding for LLTM submitted to SUPSHIP at A-650
- (2) Ship specific, Ship Installation Drawings (SIDs) available at A-435
- (3) Funding for Modernization Materials required to be available at A-360
- (4) Funding for all Base Kit Proposals on contract at A-330
- (5) Final Bill of Material (BOM) available at A-270
- (6) Planning Yard issue initial shortage report at A-270

e. The current material acquisition processes are heavily dependent on ship specific SIDs being produced first to allow ship specific material BOMs to be produced in a serial development process.

3. Scope. The modified process will afford the Modernization team to identify and procure Extra Long Lead Time Material (ELLTM) and Common Procurement (CP) materials prior to A-720 and extending to and beyond A-660. ELLTM are those material items with ordering lead times beyond eight months. CP materials are those material items identified to have common applications spanning multiple hulls for similar or same alterations. CP items may offer economic ordering quantity discounts depending on the amounts ordered. Both ELLTM and CP material orders are initiated prior to SID development and are based on historical BOMs and ship class common alterations. The ELLTM and CP processes will mitigate extended lead time procurement challenges, provide efficiency to the procurement process and minimize ship availability schedule risk.

#### 4. Process and Responsibilities

a. PMS407 is responsible for implementing the earlier material identification process for modernization across the planning yard contracts. PMS407 is also responsible to ensure that all PARM activities adhere to the guidelines defined in this instruction, to include PARMs at the Program Executive Office Command, Control, Communications, Computers and Intelligence (PEO C4I) and Space Systems, and at the Naval Information Warfare Center (NIWC).

b. SEA21M is responsible for assisting PMS407 in resolving supply chain or diminishing material source or other issues that might be uncovered by the earlier identification of material requirements.

c. The ELLTM and CP material identification process defined in this instruction will not apply to first time installations of alterations where there is not historical BOM lists available.

d. The process defined in this instruction does not relieve the acquiring agent from adhering to the bona fide need rule law, regulation and policy for purchases of material.

## 5. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact your local records manager.

6. Review and Effective Date. Per OPNAVINST 5215.17A, SEA21/Commander, Navy Regional Maintenance Center will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of Defense, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 10 years, unless revised or cancelled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.



E. H. VER HAGE

By direction

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