



DEPARTMENT OF THE NAVY
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NORFOLK, VA 23511-2325

COMNAVSURFPACINST 4700.1A/
COMNAVSURFLANTINST 4700.1A/
CNRMCINST 4700.7
N43/Code 200
29 Jun 12

COMNAVSURFPACINST 4700.1A/COMNAVSURFLANTINST 4700.1A/
CNRMCINST 4700.7

From: Commander, Naval Surface Force, U.S. Pacific Fleet
Commander, Naval Surface Force Atlantic
Commander, Navy Regional Maintenance Center

Subj: TOTAL SHIPS READINESS ASSESSMENT (TSRA)

Ref: (a) COMNAVSURFPAC/COMNAVSURFLANTINST 3502.3,
Surface Force Readiness Manual
(b) OPNAVINST 4700.7L, Maintenance Policy for Naval Ships
(c) COMUSFLTFORCOMINST 4790.3B, Change 4, Joint Fleet
Maintenance Manual (JFMM)
(d) COMNAVSURFPAC/COMNAVSURFLANT/CNRMC NOTICE 4700, Class
Matrices
(e) COMNAVSEASYS COMINST 5400.95D; Waterfront Engineering
and Technical Authority Policy
(f) OPNAVINST 4790.4E, Ships' Maintenance and Material
Management (3-M) System Policy
(g) COMNAVSURFPAC/COMNAVSURFLANTINST 3504.1A, Redlines
Implementing Instructions
(h) COMNAVSURFPACINST 4730.3, CNSP Inspection
and Survey Material Inspection Preparation Guide
(i) COMNAVSURFLANTINST 4730.2, Material Standards
Assessment Program

Encl: (1) Prerequisites and Test Requirements Message
(2) Readiness to Commence Message Template
(3) TSRA Completion Message Template
(4) TSRA Metrics

1. Purpose. To promulgate policy, procedures, expectations, and responsibilities for the planning and execution of Total Ship Readiness Assessments (TSRAs). TSRA 1 through 5 are tailored material assessment packages scheduled to occur at specific times during the Fleet Response Plan (FRP) per reference (a) to improve maintenance availability planning,

document material condition in the Current Ship's Maintenance Project (CSMP), repair equipment, and provide over-the-shoulder training to ship's force maintenance personnel. TSRAs adhere to the following motto: "Find, Fix, Train." While not an inspection, TSRA results directly correspond to the effectiveness of onboard maintenance execution. Regional Maintenance Centers (RMC), private sector contractors, in-service engineering agents (ISEA), NAVSEA Technical Warrant Holders (TWH), Surface Ship Maintenance Engineering, Planning and Procurement Activity (SURFMEPP), NAVSUP/RMC 500, Type Commander (TYCOM), and ship's force (S/F) are key stakeholders responsible for TSRA effectiveness.

2. Cancellation. COMNAVSURFPACINST/COMNAVSURFLANTINST 9093.2 (C5RA Instruction) will be applicable until ships transition to SFRM timelines. COMNAVSURFPACINST/COMNAVSURFLANTINST 9093.2 will be cancelled once all ships have transitioned into SFRM timelines.

3. Scope. TSRAs will occur on all surface ships within Naval Surface Force, Atlantic and Pacific and include comprehensive assessments of a ship's hull, mechanical, electrical (HM&E), combat systems, command, control, communications, computers and intelligence (C5I) systems, support equipment, and logistics condition.

4. Responsibilities

a. TYCOM

(1) Identify fleet maintenance and material readiness objectives for surface ships to be supported by the TSRA process.

(2) Assign an Event Coordinator to provide TYCOM perspective and coordination with RMC Assessment Directors (ADs). This individual shall be responsible to the TYCOM for the approval of the TSRA agenda and support the ADs in coordinating with S/F as required.

(3) Oversee the execution of the TSRA process including review and approval of class matrix changes provided in reference (d).

(4) Identify TYCOM risk mitigation assessment tasks (Category B and C tasks) for inclusion in each TSRA visit.

(5) Continually review data-driven metrics (e.g., Integrated Condition Assessment System (ICAS), Informal Performance Assessment Report (IPAR), Corrosion Control Information Management System (CCIMS), Master Assessment Index (MAI)) in order to adjust and improve the business rules for the selection of equipment to be assessed.

(6) Adjudicate conflicting events that may adversely affect the objectives of the TSRA visit.

(7) Ensure a TYCOM representative (Port Engineers, Type Desk Officers, or designated representative) attends the pre-brief, in-brief, out-brief, and daily status briefs.

(8) Generate and publish the TYCOM TSRA schedule quarterly at the conclusion of the Fleet Scheduling Conference.

(9) Schedule and execute an annual review of the TSRA equipment class matrices utilizing various data repositories (e.g., ICAS, IPAR, CCIMS, MAI, etc.) in order to adjust and modify TYCOM risk mitigation Category B and C assessment tasks. This annual review should be timed to support the POM process.

(10) Publish the class-specific equipment matrices to the applicable SFRM websites per reference (a).

(11) Identify and provide funding, including Equipment Maintenance Related Material (EMRM) Operating Target (OPTAR) augment, to support correcting significant ship readiness discrepancies.

b. Squadron/Group Commander

(1) Schedule TSRA visits in coordination with the TYCOM and RMC.

(2) Ensure no evolutions are scheduled during TSRA with the exception of those identified in applicable Readiness Evaluation per reference (a).

(3) Track mission-critical material discrepancies until correction.

(4) Send a representative to the TSRA pre-brief, in-brief, and out-brief.

c. Surface Maintenance Engineering, Planning and Program Activity (SURFMEPP)

(1) Monitor completion of mandatory life cycle assessments through the Baseline Availability Work Package (BAWP) execution process in accordance with reference (c).

(2) Analyze life cycle assessment results across surface ship classes. Provide feedback to NAVSEA, TYCOM, and RMCs on life cycle maintenance trends and assessment task effectiveness.

(3) Manage the Class Maintenance Plan (CMP) technical feedback process to include a notification procedure to TYCOM and RMCs for CMP-implemented changes. Modify CMP content based on assessment results, existing technical requirements, and TYCOM/RMC input.

(4) Integrate Category A CMP tasks into ship's BAWP through the Life Cycle Management and Planning Conference (LCPC) at C+130 (A-615 for Forward Deployed Naval Forces (FDFN) ships).

(5) Attend the annual TYCOM class equipment matrices review.

(6) Report to TYCOM N43, Commander, Navy Regional Maintenance Centers (CNRMC), and RMC on Category A CMP tasks not completed within required periodicity.

d. Commander, Navy Regional Maintenance Centers (CNRMC)

(1) Develop, implement, and manage standard TSRA execution among all RMCs.

(2) Establish measures of effectiveness for fleet maintenance and material condition objectives.

(3) Develop common assessment processes and procedures for RMC use.

(4) Resolve RMC resource shortfalls or gaps.

(5) Ensure that RMC resources are budgeted to support the requirements of this instruction.

(6) Attend the annual TYCOM class equipment matrices review. Ensure each RMC has adequate representation during the review process.

(7) Publish and maintain RMC TSRA Desk Guide to include standard policies and procedures for TSRA execution.

e. Regional Maintenance Center (RMC)

(1) Prior to a TSRA event, coordinate with System Commands (SYSCOM) and ISEAs to review ICAS, IPAR, Operational Readiness Test System Tech Assist Remote Support (ORTSTARS), and other trending databases. If the remote monitoring data review indicates that a system/equipment is operating within acceptable parameters, that system/equipment CMP task may be recommended for removal or reduction in scope unless otherwise directed by TYCOM. All satisfactory findings through the review of remote monitoring systems shall be documented as such in the 3M maintenance database system.

(2) Assign one or more Assessment Directors (AD) for TSRA visit.

(3) Conduct a TSRA pre-visit brief with S/F and the Maintenance Team (MT) two to three weeks prior to the TSRA event. The pre-visit brief will review the class matrix and proposed TSRA agenda, confirm the availability of equipment to be assessed, and provide input to the sequence of events to be completed during the TSRA visit.

(4) Prepare and provide to TYCOM the proposed assessment matrix 30 days prior to the TSRA event. Execute and manage the assessment visit in accordance with the final assessment agenda approved by TYCOM.

(5) Deliver the finalized TSRA event agenda to the Ship's Maintenance Manager Officer (SMMO) seven to ten days prior to the TSRA event along with a list of ship support requirements (e.g., tag out, equipment line up, etc.).



(6) Coordinate and develop TSRA assessment packages used by the Subject Matter Experts (SME) to include; Go Assess 2Kilo (GA2K), Ship Configuration and Logistics Support Information System (SCLISIS), CSMP shore file items, assessment procedures for the assigned equipment/system, and blank Material Assessment Forms (MAF).

(7) The AD will coordinate with the MT to ensure all supporting systems are available to perform combat systems material checks.

(8) Utilize a dedicated Visit Support Team (VST) to perform logistics validation, data entry and data collection support functions necessary to properly execute and manage a TSRA visit. This team will review the quality and content of 2K Block 35 entries daily to ensure RMC assessment teams provide sufficient detail to guarantee adequate work definition and upload discrepancies to the ship's CSMP.

(9) Coordinate and identify technical code SMEs, provide or obtain SMEs from other RMC organic resources, ISEAs, SYSCOMS, or private sector contractors.

(10) For TSRA 1, 2, 4, and 5 (including BMDRA), transmit a TSRA "Prerequisites and Test Requirements" message at least three weeks prior to the start of the event per enclosure (1).

(11) For TSRA 1, 2, 4, and 5 (including BMDRA), provide a copy of the TSRA Completion Report to the Commanding Officer and transmit the "TSRA Completion" message within five business days of the TSRA per enclosure (3).

(12) Ensure security screening procedures are sent to the specific industrial facility (if required) and to the ship to expedite TSRA Team access to the ship.

(13) Conduct a formal out-brief with S/F on the final day of the TSRA visit.

(14) Collect metrics data during and after the TSRA visit per enclosure (4). Metrics will be used to measure effectiveness and efficiency of the TSRA visit. The metrics will be reviewed on a routine basis by TYCOM, Immediate Superior in Command (ISIC), CNRMC, RMC, and SURFMEPP as required to improve TSRA planning and execution. TSRA metrics data collected per enclosure (4) will be provided utilizing a reporting format designated by CNRMC.

f. Ship's Force

(1) Attend the pre-visit brief. Verify the availability of systems and equipment to be assessed in the assessment matrices. Identify the availability of S/F personnel to support the TSRA event.

(2) Prepare for TSRA visit as addressed during the pre-visit brief and TSRA "Prerequisites and Test Requirements" message (e.g., radiate requests, aloft chits, tag outs).

(3) Designate a ship's TSRA visit coordinator.

(4) Designate a space for use by the TSRA Assessment Team.

(5) Provide secure space access for team members identified in the clearance message.

(6) For TSRA 1, 2, 4, and 5 (including BMDRA), transmit a "Ready to Commence" message per enclosure (2) after the pre-visit brief, but no later than five days prior to the TSRA assessment.

(7) Host TSRA daily briefings for TSRA 1, 2, 4, and 5.

(8) Ensure the Ship's 3M Coordinator, Work Center Supervisors, and the Supply Officer (or designated representative) are available during the TSRA visit.

(9) Assign adequate S/F personnel to support equipment/systems that are to be assessed.

(10) Provide a senior Supply Department representative to assist in ordering parts identified during the TSRA visit. If possible, the ship's Supply Officer should arrange for an Equipment Maintenance Related Material (EMRM) augment prior to the visit to support the expected historical cost of a TSRA visit if current EMRM balances will not support. Order repair parts using the highest permitted priority to maximize deficiency correction during the visit.

(11) Ensure availability and calibration of required test equipment and special tools.

5. Policy

a. In accordance with references (a), (b), and (c), RMCs are tasked by Commander, Naval Sea Systems Command, to support surface ships under the cognizance of Commander, Naval Surface Force, U. S. Pacific Fleet (CNSP) and Commander, Naval Surface Force Atlantic (CNSL) and to plan and execute TSRAs. CNRMC shall issue a complementary procedures/processes manual for RMC TSRA execution.

b. The MAI process incorporates review of a TYCOM risk prioritization model to assist in TSRA development. MAI and/or other data repositories shall be utilized to assist in the preparation of TSRA system candidates.

c. Reference (c) directs assessment activities to perform system assessments utilizing CMP tasks in accordance with the scope identified by CNSP/CNSL. SMEs find, document, and fix equipment discrepancies while providing training to S/F.

d. TSRA visit nominal duration is per reference (a). When the TSRA event must be conducted in less than the nominal duration, the focus of the TSRA will be identification and documentation of systems deficiencies as well as S/F training.

NOTE: FDNF ships may not be able to execute the timeline outlined due to Fleet operational tempo considerations. RMCs shall coordinate with the Operational Commander to determine best schedule for the execution of TSRA events on FDNF units.

e. TSRA assessment packages will consist of approved CMP common assessment procedures. CMP assessment tasks are categorized as follows:

(1) Category A - CMP assessment tasks that are directed and required by higher level technical authority. Category A (technically mandated) CMP tasks for the next maintenance cycle will be defined at the ship's Life Cycle Planning Conference (LCPC) conducted 130 days after completion of CNO Availability (C+130) or 615 days prior to the upcoming CNO Availability (A-615) for FDNF ships. All Category A tasks will be included in the ship's BAWP by SURFMEPP. Category B and C tasks will be identified by TYCOM and RMC during TSRA event planning.

(2) Category B - High priority, risk mitigation CMP assessment tasks identified by the TYCOM based on the review of data such as: MAI, Departure Report, Request for Contract Change (RCC), Casualty Reports (CASREP), Technical Assist Visit Reports (TAVRs), engineering assessments, Light Off Assessment (LOA) results, etc.

(3) Category C - Low priority, risk mitigation CMP assessment tasks identified by the TYCOM utilizing similar methods as category B tasks.

f. Systems/equipment assessments shall be accomplished based upon the latest revision of the published class-specific equipment matrices provided in reference (d). The class-specific matrix is a notional plan that will likely require tailoring for a specific ship TSRA event. Additions and subtractions from systems identified in the class matrices for a specific TSRA must be approved by the TYCOM. If there are no valid CMP tasks or Common Assessment Procedures to conduct assessments, then the executing RMC will identify and/or develop an alternative assessment task using an existing approved procedure or a locally-developed procedure approved by the local waterfront technical authority, in accordance with reference (e). The cognizant RMC shall document the use of an alternative assessment task and submit a technical feedback report (TFBR) via CNRMC, for Naval Sea Logistics Center (NSLC) and ISEA adjudication.

g. The RMC shall send a Prerequisites and Test Requirements message per enclosure (1) announcing the execution dates, agenda, and expectations for all TSRA events at least 3 weeks prior to the scheduled event. All CMP tasks will be pushed or pulled using "Go-Assess 2Kilos" (GA2K). CMP A tasks will be pushed into this TSRA event no later than release of Prerequisites and test Requirements message. CMP B & C tasks will be pulled using GA2Ks and utilizing TYCOM-approved prioritization.

h. S/F shall send a "Ready to Commence" message per enclosure (2) acknowledging the TSRA execution dates, agenda, expectations, and their ability to fully support the TSRA event at least five business days prior to the scheduled event.

i. The RMC shall send a "TSRA Completion" message per enclosure (3) no later than five business days after TSRA completion.

j. TSRA discrepancies shall be documented in the ship's 3M system in accordance with reference (f). RMCs shall ensure assessment results are sufficiently detailed to enable proper work planning for intermediate or depot level work packages and for input into the C5I system's Troubled Systems Process (TSP) for identifying Fleet equipment/system maintenance problem areas. All documented findings must reference the original GA2K JCN in order to allow cross-referencing of tasking and repair recommendations.

k. Repairs conducted during the TSRA visit shall be accomplished based on priority, availability of parts, S/F support, SME availability, and time remaining in the TSRA. Repairs that are not accomplished during the TSRA will be processed in accordance with reference (c).

l. "Over the shoulder training" provided to S/F personnel shall be accomplished during the assessment visit and training hours reported per enclosure (3).

m. TSRAs will be scheduled by ISIC/TYCOM via the Fleet Scheduling Conferences and published quarterly. No conflicting evolutions (e.g., holiday leave periods, preparation for overseas movement (POM), Special Psychological Operations (PSYOP) Assessment (SPA), Ship Alteration (SHIPALT)/ Ordnance Alteration (ORDALT)/ Field Change (FC) installations, Continuous Maintenance Availability (CMAV), training/drills or assist visits that might have a detrimental impact) shall be scheduled without prior TYCOM approval. Underway periods will only be scheduled to support the underway portion of TSRA 2. In cases where it is necessary to conduct a TSRA concurrently with a CMAV, detailed planning is required to ensure equipment availability.

n. TSRAs are defined as follows:

(1) TSRA 1. A ship-wide material assessment designed to identify work items for inclusion in the post-deployment maintenance Availability. TSRA 1 will be notionally scheduled near the end of the sustainment phase, but prior to Preparation for Overseas Movement (POM). TSRA 1 includes mandatory Expected Service Life (ESL) CMP tasks on slow-to-degrade systems. TSRA 1 shall be scheduled as a two-week event to maximize efforts to identify and document deficiency findings.

(2) TSRA 2. A post-deployment, underway material assessment of selected HM&E and C5I systems designed to identify any degradations since TSRA 1. TSRA 2 will notionally be scheduled in conjunction with Readiness Evaluation two and includes demonstrations and critical events that will be performed during the TYCOM Sea Trials. TSRA 2 will be scheduled as a one-week event to maximize efforts to further identify and document deficiency findings to support TYCOM screening and brokering for accomplishment during the upcoming CNO Availability. In order to minimize addition of new work to CNO Availability after A-75 work cut-off date, when a ship's return from deployment occurs within 120 days of CNO Availability start date, every effort should be made to schedule TSRA 2 late in deployment or on return transit.

(3) TSRA 3. Conducted during the CNO Availability, TSRA 3 assesses the material condition of tanks and voids, structures and equipment required for Contractor Sea Trials. TSRA 3 consists of two groups of material checks.

(a) Dry Dock Assessments, and "Slow to Degrade Systems" (e.g., tanks, voids, and structures). CMP tasks that must be conducted during depot maintenance availabilities such as dry dock assessments or material assessments that require substantial interference removal will be scheduled during TSRA 3.

(b) Pre-Contractor Sea Trials support. Critical HM&E systems which are not included in the AWP for repairs/modernization, but required for Contractor Sea Trials may require RMC technical support when bringing those systems out of lay-up and conducting pre-Sea Trials testing using appropriate CMP assessment procedures. RMC support for HM&E system restoration prior to Contractor Sea Trials will be on a "as needed/pull" basis from S/F and TYCOM. When required, SF/TYCOM will request RMC technical support utilizing the Fleet Technical Assist (FTA) process defined in reference (c). When requesting RMC technical support during the availability, the Project Team (via Project Support Engineer) must be notified of the FTA request to allow coordination and de-confliction with the Integrated Production/Test Schedule. The results of these pre-Contractor Sea Trials RMC material assessments will be provided to the ship's Commanding Officer and Naval Supervisory Authority (NSA) Project Manager to support ship's certification of Redlines (as defined in reference (g)) systems and NSA certification of readiness for Sea Trials. Due to complexities

involved with conducting material assessments during CNO Availabilities, these assessments should be limited to systems that are critical to support Contractor Sea Trials.

(4) TSRA 4. A three- to five-week material assessment of HM&E and C5I systems tailored to evaluate equipment required to support Tier 1 and Tier 2 (Mobility and Unit Tactical) Basic Phase training. TSRA 4 will be scheduled to occur during the Shakedown Phase.

(5) TSRA 5. A two-week assessment notionally conducted at the end of the Integrated phase and 90 to 60 days (D-90 to D-60) prior to deployment. TSRA 5 assesses HM&E and C5I equipment and ensures proper operation before deployment. TSRA 5 also encompasses the Ballistic Missile Defense Readiness Assessment (BMDRA) for BMD-capable ships. Ballistic Missile Defense Readiness Assessment (BMDRA) is a mission-specific subset of TSRA 5 conducted on BMD-capable ships. BMDRA will normally be scheduled separately, approximately 60-45 days (D-60 to D-45) prior to deployment. BMDRA will be scheduled as a two-week event to allow for all required assessment/repairs to be accomplished prior to a scheduled BMD deployment/mission.

(6) Material Inspection (MI) Rehearsal. RMCs will provide SME support to TYCOM/ISICs for MI rehearsals as required by references (h) and (i). RMC SMEs will utilize approved Board of Inspection and Survey (INSURV) checklists when conducting these rehearsals vice CMP common assessment procedures. Due to the compressed time period of these rehearsals, discrepancies identified may require follow-on FTA support by the RMC to allow adequate troubleshooting and repair recommendations. CNRMC and RMCs will ensure that TSRA budgeting accounts for MI rehearsal support resources.

6. Action. All TSRA events shall be conducted in accordance with this instruction and references (a), (b) and (c).


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Distribution:
Electronic only, via COMNAVSURFPAC Directives Website
<https://www.surfor.navy.mil/directives/default.aspx>

COMNAVSURFPACINST 4700.1A/
COMNAVSURFLANTINST 4700.1A/
CNRMCINST 4700.7
29 Jun 12

PREREQUISITES AND TEST REQUIREMENTS MESSAGE

FM (RMC)
TO USS (SHIP)
(ISIC)
(ADDITIONAL ADDRESSEES AS APPROPRIATE)
INFO (COMNAVSURFPAC or COMNAVSURFLANT N3/N7/N43/N6/...)
(COMNAVRMC, NORFOLK, VA C200/C300)
(ISIC)
ADDITIONAL ADDRESSEES AS APPROPRIATE
BT
MSGID/GENADMIN/(RMC)//
SUBJ/ TSRA (1, 2, 4, 5, BMDRA) PREREQUISITES AND TEST REQUIREMENTS FOR
USS (SHIP)//
REF/A/DOC/COMNAVSURFLANT/COMNAVSURFPAC INST 4700.1A/(DATE)//
REF/B/DOC/TYCOM TASKING METHOD//
REF/C/CON/(SCHEDULING AUTHORITY)/(DATE)//
NARR/REF A IS TOTAL SHIPS READINESS ASSESSMENT INSTRUCTION. REF B IS
TYCOM TASKING FOR RMC TO EXECUTE TSRA (1, 2, 4, 5, BMDRA) ON USS
(SHIP). REF C IS (SCHEDULING AUTHORITY).//
POC/(LIST INFO AS APPROPRIATE)//
RMKS/1. IAW REFS A THRU C, TSRA (1, 2, 4, 5, BMDRA) WILL BE CONDUCTED
ONBOARD USS (SHIP) START DATE-END DATE YYYY.
2. ASSESSMENT WILL PROVIDE THE FOLLOWING:
A. READINESS ASSESSMENT OF SYSTEMS MATERIAL CONDITION.
B. OVER-THE-SHOULDER MAINTENANCE TRAINING FOR SHIPBOARD PERSONNEL
AS THEY PERFORM REQUIRED MAINTENANCE/CORRECTIVE ACTION.
C. ENTRY OF MAINTENANCE READY 2-KILOS INTO THE CSMP AND A CSMP
VALIDATION FOR SYSTEMS ASSESSED.
D. (IF APPLICABLE) ASSESSMENT OF SHIP'S ELECTROMAGNETIC
COMPATIBILITY POSTURE.
E. (IF APPLICABLE) CONFIGURATION REVIEW OF COSAL/SNAP DATABASE
AND INVENTORY OF TECHNICAL MANUALS FOR SYSTEMS/EQUIPMENT (ELECTRONICS
ORDNANCE) BEING ASSESSED.
3. BRIEFS AND CLEARANCE DATA:
A. PRE-BRIEF WILL BE CONDUCTED TO DISCUSS GUIDELINES, ESTABLISH
REQUIRED SUPPORT, DISCUSS ANY TEST PLAN ISSUES, AND REVIEW POSSIBLE
CONFLICTING EVOLUTIONS. RECOMMEND ATTENDANCE BY CO, XO, DEPT HEADS,
PRINCIPAL ASSISTANTS AND 3-M COORDINATOR.
B. RECOMMEND KICK-OFF BRIEF BE HELD ON THE FIRST MORNING OF
THE EVENT.
C. ASSESSMENT DIRECTOR WILL PROVIDE DAILY PROGRESS UPDATES TO CO
OR DESIGNATED REP.
D. AN OUTBRIEF WILL BE CONDUCTED AT THE CONCLUSION OF THE EVENT.
E. CLEARANCE DATA WILL BE PROVIDED BY SEPCOR.
4. USS (SHIP):
A. (IF APPLICABLE) RMC LOG REP WILL CONTACT SHIP FOR LOG DATA
REQUIREMENTS PRIOR TO START OF ASSESSMENT.
B. TRAINING IN MAINTENANCE PROCEDURES AND PRACTICAL APPLICATION
OF ONBOARD TEST EQUIPMENT AND TOOLS FOR INSTALLED SYSTEMS IS

Enclosure (1)

COMNAVSURFPACINST 4700.1A/
COMNAVSURFLANTINST 4700.1A/
CNRMCINST 4700.7
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CONDUCTED. (IF APPROPRIATE) FOR MAXIMUM BENEFIT, REQ ALL TECHS, SUPPLY SUPPORT PERSONNEL AND 3-M COORDINATOR BE AVAILABLE FOR DURATION OF EVENT.

C. (IF APPLICABLE) TO FACILITATE CRYPTO VOICE/DATA CKT TESTING, REQ LOAD ALL APPLICABLE CRYPTO PRIOR TO EVENT START.

D. (IF APPLICABLE) DUE TO LARGE NUMBER OF PERSONNEL BOARDING EACH DAY, REQ PROCESS BE ESTABLISHED TO EXPEDITE BOARDING ACCESS.

E. THIS ASSESSMENT IS NOT AN INSPECTION AND NO PRE-EVENT TESTING IS REQUIRED. CONTINUE NORMAL PMS SCHEDULE.

F. IAW REF A, TRANSMIT "READINESS TO COMMENCE" MESSAGE NLT FIVE DAYS PRIOR TO START OF THE EVENT.

G. REQ ADVISE EARLIEST OF ANY SCHEDULE EVOLUTIONS WHICH COULD IMPACT THE CONDUCT OF THIS EVENT.

5. ISIC: REQ ADVISE ALCON NAME AND TELEPHONE NUMBER OF STAFF MEMBER DESIGNATED AS ISIC REP.

6. REQ ALL SUPPORT ACTIVITIES ADVISE ALCON NAME/CLNC LEVEL OF REP(S) PROVIDING SUPPORT. (LIST AS APPLICABLE TO THE ASSESSMENT)

7. REQ ALL TEAM MEMBERS REPORT ONBOARD NLT (TIME), DD MMM YY TO MEET WITH THE ASSESSMENT DIRECTOR (AND AS APPROPRIATE) TO OBTAIN TEST PLANS AND CONTROL SHEETS.

8. FOR FURTHER INFO CONTACT (LIST POC E-MAIL ADDRESS). (RMC) STANDS READY TO SUPPORT ALL FLEET UNITS 24/7 THROUGH OUR COMMAND DUTY OFFICER: COMM (###) ###-####, DSN ###-####, UNCLASSIFIED E-MAIL (INSERT ADDRESS), CLASSIFIED E-MAIL (INSERT ADDRESS), AND BATTLE-CHAT SERVER (INSERT ADDRESS).//

BT

NOTE: ENSURE MESSAGES ARE IN ACCORDANCE WITH NTP-3 FORMAT AND CURRENT PLAIN LANGUAGE ADDRESS DIRECTORY (PLAD) IS UTILIZED.

COMNAVSURFPACINST 4700.1A/
COMNAVSURFLANTINST 4700.1A/
CNRMCINST 4700.7
29 Jun 12

READINESS TO COMMENCE MESSAGE TEMPLATE

FM USS (XXX)
TO (RMC)
INFO (COMNAVSURFPAC or COMNAVSURFLANT N3/N41/N43/N6/N7/N...)
(COMNAVRMC, NORFOLK, VA//200/300//)
(ISIC)

(AS APPROPRIATE TO ACTIVITY)

BT

UNCLAS

MSGID/GENADMIN/USS XXX/-/OCT//

SUBJ/READINESS TO COMMENCE TSRA (1, 2, 4, 5, BMDRA)//

REF/A/DOC/COMNAVSURFLANT/COMNAVSURPAC INST 4700.1A/(DATE)//

REF/B/RMC/RMC/YMD:XXXXXXXX//

NARR/REF A IS TOTAL SHIPS READINESS ASSESSMENT INSTRUCTION. REF
B IS RMC TSRA (1, 2, 4, 5, BMDRA) PREREQUISITES AND TEST
REQUIREMENTS FOR USS (SHIP) //

POC/XXX/LCDR/CMD/LOC: NORFOLK VA/TEL: XXX-XXX-XXXX//

RMKS/FOLLOWING IS SUBMITTED IAW REF A:

1. TSRA (1, 2, 4, 5, BMDRA) SCHEDULED FOR: DDMMYY THRU DDMMYY.
2. ASSESSMENT TEST PLAN NEGOTIATED DURING PRE-BRIEF ON DDMMYY. COMMAND IS PREPARED TO SUPPORT TSRA (1, 2, 4, 5, BMDRA) EXCEPT FOR THE FOLLOWING CONFLICTING EVOLUTIONS: (E.G., FORCE PROTECTION, DAILY DUTY SECTION DRILLS, SAFETY STANDDOWN, ETC.)
3. TEST EQUIPMENT: FOLLOWING TEST EQUIPMENT AT CAL OR REPAIR FACILITY. (LIST ANY TEST EQUIPMENT ASSOCIATED WITH A SYSTEM TO BE TESTED THAT WILL NOT BE AVAILABLE FOR THE ASSESSMENT)
4. PERSONNEL SHORTAGES/CRITICAL NEC RATE NEC NMP ONBRD REMARKS (LIST APPLICABLE BILLETS AND ANY TECHNICIANS THAT WILL NOT BE AVAILABLE FOR A SYSTEM OR EQUIPMENT THAT IS BEING ASSESSED)
5. LIST OF WORK CENTERS THAT ARE BEING ASSESSED 1ST/2ND POCs FOR SYSTEMS WILL BE PROVIDED AT 0900 IN-BRIEF ON XXOCTXX ON BOARD.
6. ASSESSMENT TEAM CAUCUS SPACE HAS BEEN DESIGNATED WITH AN UNCLAS NETWORK ACCESS AND AN OUTSIDE PHONE LINE.
7. ALL PRE-ASSESSMENT PMS CHECKS HAVE BEEN COMPLETED.
8. USS XXX IS READY TO COMMENCE ASSESSMENT ON DDMMYY.//

BT

NOTE: ENSURE MESSAGES ARE IN ACCORDANCE WITH NTP-3 FORMAT AND CURRENT PLAD IS UTILIZED.

Enclosure (2)

COMNAVSURFPACINST 4700.1A/
COMNAVSURFLANTINST 4700.1A/
CNRMCINST 4700.7
29 Jun 12

TSRA COMPLETION MESSAGE TEMPLATE

FM (RMC)
TO USS (SHIP)
(COMNAVSURFPAC or COMNAVSURLANT N3/N41/N43/N6/N7/N...)
(SQUADRON COMMANDER)
(ADDITIONAL ADDRESSEES AS APPROPRIATE)
INFO (COMNAVRMC, NORFOLK, VA//200/300//)
(APPROPRIATE TO SHIP)
(ADDITIONAL ADDRESSEES AS APPROPRIATE)
BT
MSGID/GENADMIN/RMC/-/MMM//
SUBJ/COMPLETION REPORT ISO USS SHIP TSRA (1, 2, 4, 5, BMDRA)//
REF/A/RPT/ASSESSMENT ACTIVITY//
AMPN/REF A DOCUMENTS//
RMKS/1. IAW REF A TSRA (1, 2, 4, 5, BMDRA) ASSESSMENT WAS
CONDUCTED ON USS XXX AT NOB NORFOLK, VA DURING THE PERIOD XX-XX
MMM 20XX. DEFICIENCIES ARE NOTED IN REF A.
2. ASSESSMENT DIRECTOR COMMENTS:
A. THE SHIP REPORTED A HISTORY OF XXX (SYSTEM AND
DISCREPANCY).
B. THE RELIABILITY OF THE XXX SYSTEM IS SUSPECT. DURING
THE COURSE OF THE ASSESSMENT, XXX WERE INOP DUE TO A NUMBER OF
MATERIALS. THE SHIP HAS A MATERIAL HISTORY FILE THAT INDICATES A
RECORD OF POOR RELIABILITY WITH XX CASUALTIES, INCLUDING XX
CASREPS. MANY OF THE CASREPS ARE RELATED TO PARTS NOT IN STOCK
OR NOT CARRIED.
C. THE CONDITION OF THE DISTRIBUTED ELECTRICAL SYSTEM
OUTSIDE OF THE XXX SPACES IS OF CONCERN. NUMEROUS
UNLABELED/MISLABELED CIRCUITS, OVERSIZED/UNDERSIZED PROTECTIVE
DEVICES, AND OTHER SAFETY DEFICIENCIES WERE NOTED.
D. TOPSIDE CORROSION, ESPECIALLY ALONG THE CATWALKS AND
UNDER SPONSONS, WAS NOTED. THE SERIOUSLY DETERIORATED MAIN
SPACE INTAKE PLENUMS SHOULD BE ADDRESSED IMMEDIATELY.
E. THE SHIP HAS NEVER HAD A COMPLETE OIL POLLUTION
ABATEMENT SYSTEM (SPECIFICALLY AN OILY WATER SEPARATOR AND OIL
CONTENT MONITOR) INSTALLED AND CONSEQUENTLY CANNOT COMPLY WITH
EXISTING ENVIRONMENTAL PROTECTION LAWS. THE SHIP HAS ROUTINELY
USED SPACE EDUCTORS TO REMOVE BILGE WATER WHILE AT SEA.
3. THE SHIP REPORTED THE FOLLOWING CASREPS WERE INITIATED AS
PART OF THE ASSESSMENT
04XXX XXXX 2
04XXX XXXX 2
04XXX XXXX 2

Enclosure (3)

4. ASSESSMENT SUMMARY

A. ASSESSMENT RESULTS:

NUMBER OF ITEMS/SYSTEMS SCHEDULED FOR ASSESSMENT
NUMBER OF ITEMS/SYSTEMS ACTUALLY ASSESSED
NUMBER OF ITEMS/SYSTEMS NOT ASSESSED
NUMBER OF ITEMS/SYSTEMS ASSESSED SATISFACTORILY
NUMBER OF ITEMS/SYSTEMS NEEDING REPAIR
NUMBER OF DISCREPANCIES IDENTIFIED AND DOCUMENTED IN CSMP
NUMBER OF 2KILOS GENERATED W/IN SF CAP (TA4)
NUMBER OF 2KILOS GENERATED REQ T/A (TA3)
NUMBER OF 2KILOS GENERATED REQ IMA (TA2)
NUMBER OF 2KILOS GENERATED REQ DEPOT (TA1)
NUMBER OF PERSONAL SAFETY RELATED DEFICIENCIES
NUMBER OF EQUIPMENT RELATED DEFICIENCIES
NUMBER OF HARDWARE RELATED DEFICIENCIES
NUMBER OF EMI RELATED DEFICIENCIES

B. CONFIGURATION VALIDATION RESULTED IN XX 4790.CK
SUBMISSIONS.

C. EXISTING CSMP REVIEW IDENTIFIED XXX VALID CSMP ENTRIES
AND XXX INVALID CSMP ENTRIES.

D. REPAIR PARTS COST SUMMARY:

1. SHIP'S REPAIR PARTS REQUIREMENT \$XXX,XXX.XX
2. RRAM AND SWRMC PROVIDED PARTS \$XXX.XX
3. TOTAL COST TO SHIP \$XXX,XXX.XX

5. SIGNIFICANT MATERIAL DEFICIENCIES AND EQUIPMENT OPERATIONAL
CAPABILITY INCLUDE:

A. PROPULSION: REF A DOCUMENTS DEFICIENCIES AND
OBSERVATIONS

B. AUXILIARIES:

- THE XXX WAS EXCESSIVELY WORN.
- 5 OF 8 XXX INDICATORS WERE INOP (CORRECTED).
- 10 OF 10 XXX HAD INOP OR OUT-OF-SPEC SAFETY SWITCHES (5
CORRECTED).
- 5 OF 5 XXX WERE INOP (3 CORRECTED).
- 17 OF 23 XXX HAD SIGNIFICANT DEFICIENCIES OR WERE INOP (13
CORRECTED).
- THE ACCOM LADDER UPPER PLATFORM WAS MISSING A THIRD LIFELINE.

C. COMBAT SYSTEMS:

- 5 OF 6 XXX WERE INOP (2 CORRECTED).
- 2 OF 10 XXX WERE UNSAFE TO OPERATE (CORRECTED).
- 8 OF 10 XXX WERE UNSAFE TO OPERATE (CORRECTED).
- 25 OF 25 XXXX DID NOT HAVE REQUIRED FLOATATION AND HOLSTER
SAFETY MODIFICATIONS INSTALLED.
- THE XXX WARNING BELL WAS INOP (CORRECTED).
- THE XXX WAS INOP (CORRECTED).

- THE CONDITION OF ELECTRONIC MATTING IN MANY XXX SPACES WAS NOT INSTALLED IAW NSTM CH 634 AND COVERED SIGNIFICANTLY CORRODED DECKS.

- EX: THERE WERE SEVERAL SIGNIFICANT TOPSIDE AND MAST ASSESSMENT DISCREPANCIES INCLUDING VARIOUS CORRODED FERROUS FASTENERS AND ASSOCIATED HARDWARE, MISSING OR IMPROPERLY INSTALLED CLIMBER SAFETY RAIL PINS, AND MISSING ANTENNA SAFETY CUTOUT SWITCH RF HAZARD LABELS.

- THE CLIMBER SAFETY RAILS LOCATED ON THE XXX, NAVIGATION POLE, AND FANTAIL WERE NOT INSTALLED IAW THE NAVSEA STANDARD DRAWING.

- THE XXX WATER CIRCULATING PUMP WAS INOP (CORRECTED).

D. HABITABILITY:

- THE FLAG PANTRY GARBAGE DISPOSAL HAD EXPOSED ELECTRICAL WIRES IN THE CABINET BENEATH THE SINK (CORRECTED).

- THERE WERE NO DEEP FAT FRYER EMERGENCY DISCONNECT SWITCHES INSTALLED IN 5 OF 7 GALLEYS/PANTRIES.

- 17 OF 44 NEWLY INSTALLED GAYLORD HOOD FAIL-SAFE SWITCHES WERE INOP (CORRECTED).

E. NAVOSH:

- 38 OF 41 XXX SAFETY NETS HAD DISCREPANCIES.

- 1 OF 5 BIOLOGICAL REFRIGERATORS WAS INOP.

- THE XXX CALL BUTTON SYSTEM AND XXX HEADS WAS INOP.

- 1 OF 3 MEDICAL/DENTAL STERILIZERS WAS INOP (CORRECTED).

F. TRAINING HOURS PROVIDED XXX//

6. CO COMMENTS//

BT

TSRA METRICS

Data will be collected prior to, during and after the TSRA visits in support of metrics and measures of effectiveness initiatives. The metrics will be reviewed on a routine basis by the TYCOM, ISIC, CNRMC and RMCs and revised as appropriate. The following lists of metrics are the current metrics and are to be considered the minimum. RMCs are encouraged to establish RMC specific metrics as required. The following metrics will be collected:

- a. Configuration Validation results
 - Items validated
 - Items requiring correction
 - Adds
 - Deletes
 - Changes
- b. Training provided
 - System/equipment
 - Hours of training provided
- c. Existing CSMP validation results
 - 2K validated
 - 2K found complete
 - 2K to be re-written
 - 2K to be cancelled
- d. Assessments tasks scheduled and assessments accomplished
 - Tasks schedule to be completed
 - Tasks fully completed
 - Tasks partially completed
 - Reason for non accomplishment
- e. Assessment results
 - TA 1 items found/repaired
 - TA 2 items found/repaired
 - TA 3 items found/repaired
 - TA 4 items found/repaired
- f. Repair parts data (number and dollar amount for each) required
 - obtained at no cost to ship
 - ordered by ship
 - not ordered by end of visit
- g. ICMP assessment task validation
 - equipment assessed using ICMP assessment tasks
 - equipment assessed with no existing ICMP assessment task
 - CMP tasks incorrect due to configuration mismatch
 - CMP tasks requiring block 35 modifications
 - CMP tasks without a procedure identified

COMNAVSURFPACINST 4700.1A/
COMNAVSURFLANTINST 4700.1A/
CNRMCINST 4700.7
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CMP tasks requiring procedure modification

h. Ship self assessment

i. number of valid CSMP items for systems assessed

number of new 2K generated by TSRA

CSMP validity equals (number of valid CSMP 2Ks/Total number of CSMP 2Ks validated)

Ship's awareness equals (number of valid CSMP 2KS/Total number of valid 2Ks plus total number of TSRA discrepancies)

number of CASREPS

number of Temporary Standing Orders (TSO)

number of Departure from Specifications (DFS)