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30 Sep 20

MEMORANDUM FOR RECORD

From: Director, NAVSEA Standard Specification for Ship Repair and Alteration Committee (SSRAC)

Subj: FISCAL YEAR 2022 NAVSEA STANDARD ITEMS AND APPENDIX 4-E

Ref: (a) COMUSFLTFORCOMINST 4790.3
(b) NAVSEAINST 9070.1

Encl: (1) NSIs Summary of Change FY22
(2) Volume VII Appendix 4-E Summary of Change FY22

1. Per references (a) and (b), the Fiscal Year 2022 (FY22) NAVSEA Standard Items (NSI) and Volume VII Appendix 4-E, are available on the official SSRAC Web site at:

<http://www.navsea.navy.mil/Home/RMC/CNRMC/OurPrograms/SSRAC.aspx>

2. The **FY-22** Standard Items and Standard Phraseology must be invoked in **FY-22** CNO availabilities with an availability start date in **FY-22** that are not at the 100% D Level Maintenance Work Package Lock Milestone and in all other (CMAV and emergent) procurements issued after **01 March 2021**. Work items that have been previously planned utilizing **FY-21** Standard Items and Standard Phraseology, only need to be updated to reflect the **FY-22** requirements if they are not at the 100% D Level Maintenance Work Package Lock Milestone.

3. Requests for deviations from this requirement must be submitted via e-mail and routed to CNRMC (C200) for adjudication and approval. A separate deviation request must be submitted for each availability and must fully explain the reason(s) for the deviation (i.e., why deviation is required, how planning would be affected, how availability would be impacted, etc).

4. SSRAC and RMC Coordinators are responsible for advising users within their command of this notice. Code 400 Contracts Department is responsible for advising Master Ship Repair (MSR) Contractors and Agreement for Boat Repair (ABR) Contractors under their cognizance of the availability of these products.

5. The requirements of this letter do not authorize any change in terms, conditions, delivery schedule, price, or amount of any Government contract. In the event you consider the requirements represent a change for which an equitable adjustment is in order, you are to advise the Contracting Officer of the particular technical or contractual requirements regarded as changed, and take no action with regard to such changed requirements until notified in writing of the Contracting Officer's response.

Subj: FISCAL YEAR 2022 NAVSEA STANDARD ITEMS AND APPENDIX 4-E

6. Point of Contact for further information is Mr. James A. Simmons, Technical Director, 757-400-0020, james.a.simmons3@navy.mil

J. A. SIMMONS
SSRAC Director

Copy To:
SSRAC email



Enclosure (1)

FY 22 NSI Summary of Change

CP 001 009-03 Toxic and Hazardous Substance; control

Disapproved, Note 4.2 is not a requirement, it is a rationale for testing.

CP 011 009-07 Confined Space Entry, Certification, Fire Prevention and Housekeeping; accomplish

Disapproved. 7/31/2020 As a follow-up to Friday's the NAVSEA Standard Specifications for Ship Repair and Alteration Committee (SSRAC) Steering Committee meeting, I have reviewed the Planning Yard (PY), Bath Iron Work, report related to emergency diesel generator to support NAVSEA Standard Item (NSI) 009-69. The report shows "for the firemain system, the entire load accounted for in the data and calculations for one fire pump and accompanying valves and controllers, is approximately 130 kW". Based on that information, as stated in Proposal #011, the 300kW temporary diesel to support undocking per NSI 009-07 paragraph 3.14 is sufficient.

CP 012 009-07 Confined Space Entry, Certification, Fire Prevention and Housekeeping; accomplish

Approved / Mod

Deleted first sentence of 3.7, Utilize the ship's permanent and emergency lighting and power as the preferred systems.

CP 013 009-07 Confined Space Entry, Certification, Fire Prevention and Housekeeping; accomplish

Disapproved, Fire Safety Council, FSC is not contractual. FSCs are a function of the SUPERVISOR. Requirements of 3.10.3.1 are resolved via a contractor Submitted CFR and SUPERVISOR response.

CP 014 009-07 Confined Space Entry, Certification, Fire Prevention and Housekeeping; accomplish

Disapproved, 3.12.1.12 annotates requirements of contractor's firefighting conference – proposed change would not go here. The term "Fire Safety Plan" is specific to 29 CFR 1915.502 and should Not be used to describe a requested "mitigation."

CP 015 009-07 Confined Space Entry, Certification, Fire Prevention and Housekeeping; accomplish

Adopted, will to must, 3.6.5.4 CONEX boxes/MILVANs staged within the ship for material storage or other operational purposes *must* be of all steel exterior construction and be capable of being completely sealed closed. Each enclosure placed on board the ship *must* be supported....



Enclosure (1)

FY 22 NSI Summary of Change

CP 016 009-07 Confined Space Entry, Certification, Fire Prevention and Housekeeping; accomplish

Disapproved, Use of fire-retardant gel FireIce Shield® products for hot work, Navy needs to evaluate and establish qualification process for the products to allow for entry into qualified products database.

CP 281 009-07 Confined Space Entry, Certification, Fire Prevention and Housekeeping; accomplish

New para, **3.10.1.2 Shipboard Access (Surface Ships)**. On surface ships, one gangway shall be located at the ship's quarterdeck. For ships less than 700 feet in length, one additional gangway will be provided. For ships 700 feet or over in length, two additional gangways will be provided. Each gangway shall be located in a separate fire zone unless an alternate arrangement is approved by the Fire Safety Council.

CP 110 009-40 Contractor Crane, Multi-Purpose Machine and Material Handling Equipment at a Naval Facility; provide

Disapproved, This requirement is driven by the P-307. The (V) check ensures the govt gets the acknowledgement of required inspections via the TIP.

CP 119 009-74 Occupational, Safety and Health Plan; accomplish

Disapproved, Tabled until fire lessons learned completed and requirements identified.

CP 120 009-74 Occupational, Safety and Health Plan; accomplish

New Note, **4.8 Fires are unintended states, processes, or instances of combustion in which fuel or other material is ignited and combined with oxygen, giving off smoke, sparks, or flame. Smoke or sparks may or may not be present. However, if unexpected smoke or sparks exist, a fire should be assumed to exist (this is especially relevant to Class 'C' fires when the smoke or sparks cease after power is secured).**

CP 126 009-87 Chemical Disinfection Procedure; accomplish

Changed 4.1 to read, **Mixing or taking calcium Hypochlorite in dry powder form aboard ship is prohibited.**

CP 127 009-88 Collection, Holding and Transfer (CHT) and Motor Gasoline (MOGAS) Tanks, Spaces, and Piping, including Sewage or MOGAS-Contaminated Tanks, Spaces, and Piping; certify

Other, Change proposal withdrawn by submitter.



Enclosure (1)

FY 22 NSI Summary of Change

CP 128 009-88 Collection, Holding and Transfer (CHT) and Motor Gasoline (MOGAS) Tanks, Spaces, and Piping, including Sewage or MOGAS-Contaminated Tanks, Spaces, and Piping; certify

Other, Change proposal withdrawn by submitter.



Enclosure (2)

4E Summary of Change

CP 154 Fix reference format in 3 c. (7) 4.

4. S9086-T8-STM-010/CH-593/REV7, Pollution Control

CP155 Disapproved

CP 156 Withdrawn From submitter

CP 158 SSRAC Steering / TWH

CP 159 A103a and A103b New NOTE: INVOKE WHEN

1. A REFERENCED DWG DENOTES A PERMANENT CHANGE WHEN REMOVAL, ADDITION OR SHIFTING OF WEIGHT ONE POUND OR > THAT WILL CAUSE A STABILITY AND TRIM ISSUE.

2. THE WORK INVOLVES PERMANENT REMOVAL, ADDITION OR SHIFTING OF WEIGHT ONE POUND OR > (INCLUDES BUT NOT LIMITED TO, STRUCTURAL MEMBERS, PLATING, EQUIPMENT, SYSTEMS, PIPING, DECK COVERINGS, ACTIONS BY ALTERATION INSTALLATION TEAMS).

3. THE AMOUNT OF WEIGHT ONE POUND OR > REMOVALS, ADDITIONS OR SHIFTS WHICH WILL CAUSE A STABILITY AND TRIM ISSUE CAN BE SIGNIFICANTLY DIFFERENT FOR DIFFERENT CLASSES OF NAVY BATTLE FORCE SHIPS AND OTHER NAVY BOATS OR CRAFT.

4. TEMPORARY WEIGHTS (E.G. STAGING, SCAFFOLDING, ENCLOSURES, DECK COVERING, CONTAINMENTS, OFFLOADING/ON-LOADING FLUIDS) ARE COVERED BY NSI 009-100 FOR MAINTAINING PROPER LIST.

CP 161 Annex B, E75, Clear each gage line and fitting free of foreign matter and *each* obstruction.

CP 162 Removed SWT section from Change proposal form

CP 163 Added new definition, J. Front Loads and Level of Effort (LOE) Growth Reservations are used to accomplish anticipated repairs which could not be clearly defined while evaluating and planning Work Items in advance of a ship's availability.

1. Front Loads direct a contractor to accomplish a defined quantity of a specific task (i.e., replace 100 sq ft of hull plating, vee-out and weld 10 linear inches of deteriorated welds) to address conditions found during execution.



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2. Level of Effort (LOE) Growth Reservations provide a number of man-days and material dollars to address conditions found during execution.

CP 164 LSI example used 099-XXJA for a Southeast RMC changed to read 099-XXSE for Southeast RMC.

CP 165 SEC II Change Paragraph 4, to read:

Basic Work Shell Templates (BWSTs)-When no applicable template(s) (MSWT, CSWT, SWT or LWT) is applicable, develop a BWST in accordance with the requirements of Section VII.

CP 166 SEC II F.3. To read, The use of the applicable *123 series and 992 series* CSWTs or SWT in preparation of Cleaning and Pumping Work Items is mandatory.

CP 167 Duplicate

CP168 Duplicate of 252

CP 170/270 Changed from preferred to - SUITABLE

H. GLOSSARY OF *SUITABLE* TERMS

1. *The following is a list of suitable terminology which will be used, and suitable terminology which will not be used.*

SUITABLE *NOT SUITABLE*

CP 172 Added 4(e) and example

(e) For references that are proprietary and must be used to write a work item, however, cannot be distributed to the execution contractor due to copyright laws, the reference must identify (Proprietary) at the end of said reference. The contractor will need to obtain the information on their own.

100-7026706 Rev ____, Unit Structural Arr Dwg Assy Unit 3420 (PROPRIETARY)

CP173 Added new para (e)

S9086-T8-STM-010/CH-593/REV7, Pollution Control vice S9086-T8-STM-010/CH-593/REV7, Naval Ships Technical Manual Chapter 593 Pollution Control

CP175 Annex B Changed example in 2. A. from F15b to G15

CP 176 Should was replaced with *must* throughout 4E document

CP177 Added new paragraph *o*. Appropriate Front Loads and Level of Effort (LOE) Growth Reservations provide a means to accomplish repairs which could not be clearly defined in



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advance of the ship's availability. Front Loads and Level of Effort (LOE) Growth Reservations are to be based upon historical analysis, published by CNRMC and SEA02. Use of Front Loads and Level of Effort (LOE) Growth Reservations can reduce the need to draft and negotiate Requests for Contract Changes (RCCs).

NOTE: Planning Activity should validate with Project Manager if the Level of Effort to Completion (LOE2C) CLIN will be utilized in the Ship Repair and Modernization Contract being worked on. If LOE2C CLIN is being used adding Level of Effort (LOE) Growth Reservations within Work Items must be controlled. Planners should ask for guidance before adding LOE paragraphs within Work Items.

CP 178 Added to 4E Sec VII B.4

...Care must be taken to document requirements only once. Work Item clarity is not improved if Standard Item requirements are restated in paragraph 3, in fact this practice can insert confusion concerning sequencing and inspection of work as well as estimating.

CP 179 ANNEX B

Changed A13b "Calibrate and adjust each new _____ in accordance with 009-13 of 2.1.

NEW for A13c , NOTE:

FOR USE WITH A13a AND A13b WHEN LIGHT-OFF ASSESSMENT

(LOA)/PROPULSION EXAMINATION BOARD (PEB) RELATED.

NEW, A13c Ensure calibration is accomplished within ___ days preceding the scheduled LOA lock-out date."

Deleted E77 and the corresponding NOTE.

CP 180 ANNEX B, fixed the fill in the blank portion.

Accomplish the requirements of 009-25 of 2.1 for an air hose, water hose, or vacuum box test of _____. Allowable leakage: None.

A25e

CP 181 ANNEX B, Corrected to, USE 009-09 PHRASEOLOGY IF A PROCESS CONTROL PROCEDURE (PCP) FOR LEVEL I WORK IS REQUIRED FOR *THIS* WORK THIS WORK ITEM.

CP 182 ANNEX B, A71c Ensure *operating* test pressure is ___ PSIG, using ___ in accordance with _____.



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CP 183 ANNEX B, A71h Accomplish the requirements of 009-71 of 2.1 for hydrostatic test, using clean, fresh water at ___ PSIG, for *each* new and disturbed ___ piping systems.

CP 184 ANNEX B, A71i Accomplish the requirements of 009-71 of 2.1 for hydrostatic test, using feedwater at ___ PSIG, for *each* new and disturbed ___ piping systems.

CP 185 ANNEX B, A71l Accomplish the requirements of 009-71 of 2.1 for *each* new and disturbed ___ piping systems, using clean, dry air or nitrogen at ___ PSIG.

CP 186 ANNEX B, A71n Accomplish the requirements of 009-71 of 2.1 for ___ test, using system fluid at ___ PSIG, for *each* new and disturbed ___ piping systems.

CP 186a ANNEX B, Added a Note, A83a and A83b "USE 009-09 PHRASEOLOGY IF A PROCESS CONTROL PROCEDURE (PCP) FOR FABRICATION OF WIRE ROPE ASSEMBLIES IS REQUIRED FOR THIS WORK ITEM."

CP 187 HOLD UNTIL FY 23 SSRAC

CP 188 ANNEX B, Added additional invoking phraseology for 009-124 that reads:

Accomplish the requirements of 009-124 of 2.1, including Table __, Line(s) __, for _____.

A124c

Accomplish the requirements of 009-124 of 2.1, including Table __, Line(s) __, Column(s) __, for _____.

A124d

CP189 ANNEX B, Disapproved

CP190 ANNEX B, Added each, Remove and install *each* ___ as interferences where required.

CP191 ANNEX B, Consistency 13b Changed Label to label

CP192 ANNEX B, Added each B22 to read, Accomplish a joint visual inspection with the SUPERVISOR of *each* ___ listed in ___ for structural integrity, deterioration, pitting, *each* crack, and *each* area of damage and/or distortion, and to determine *each* required repair.

CP193 Annex B, Added each to B25a to read, Accomplish *each* ___ test on ___ in accordance with 2. _."

CP194 Annex B, Added each to B26a to read, Accomplish *each* ___ test on ___ in accordance with 2. _ .The accept or reject criteria must be in accordance with Class ___ of 2. _.

CP195 Annex B, Added each to B33 to read, Energize with ship's power and accomplish operational testing of the equipment installed in 3. _ to ensure equipment functions to designed



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sequence of operation, in accordance with *each* manufacturer's instruction supplied with equipment.

CP196 Annex B, Moved the word *each* in B34c to read, Accomplish an operational test of the new equipment installed in 3._ through each phase of operation for ____ continuous hours, using *each* manufacturer's instruction for guidance, and the following:

CP197 Disapproved Duplicate

CP198 Annex B, Added *each* to B39 to read, Remove and dispose of *each* system fluid from the equipment listed in ____.

CP199 Annex B, Added *each* to B44a to read, Remove *each* existing and install new flexible hose assembly. Template from *each* existing shipboard condition.

CP200 Annex B, B49, Change to read, Install *each* flush insert in way of *each* removal, using new material of same type and thickness as *each* adjacent structure.

CP201 Disapproved Duplicate

CP202 Annex B, Added *each* to B51 to read, Accomplish additional repair to *each* tank listed in 1.2, using the unused balance of *each* tank repair listed in __ through __ when authorized by the SUPERVISOR.

CP203 Disapproved Duplicate

CP204 Annex B, Note for D8 to read, UTILIZE FOR COMPARTMENTATION MARKINGS. FOR REFERENCE USE *SAE-AMS-STD-595, COLORS*.

CP205 Annex B, Added *each* to D11a to read, Contact the SUPERVISOR to determine color, style, and pattern of *each* habitability item.

CP 206 Annex B, Added *each* to D11b to read, Provide *each* sample for color, style, and pattern selection.

CP 207 Annex B, D12 to read, Apply 2 layers of insulation tape, to a total minimum thickness of 17 mils, conforming to MIL-I-24391 to *each* faying surface of dissimilar metal.

CP208 Per steering committee's feedback, subcommittee concur to not adopt.

CP209 Annex B, Added *each* to D16a to read, Accomplish a visual inspection of *each* ____ listed in 1.3._ for structural integrity, deterioration, pitting, *each* crack, and *each* area of damage or distortion in *each* location listed in 1.2._.

CP210 Annex B, Added *each* to D16b to read, Accomplish a visual inspection of *each* tank listed in 1.2 for existing preservation coating, structural integrity, deterioration, pitting, *each*



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crack, and *each* area of damage or distortion, including *each* sounding tube, tank vent, overflow, piping, structural member, and manhole cover.

CP211 Disapproved

CP 212 ANNEX B, Change D30b to read, Relocate each light, fixture, equipment, pipe, cable, and wire in way of new ventilation installation. New ventilation must be template to suit *each* existing shipboard condition and offset around *each* interference not feasible to relocate.

CP 213 Change D31a to read, D31 Accomplish testing and balancing for each system installed new, and modified *and disturbed* portion of *each* existing system, to ensure minimum delivery of designed air quantities in accordance with 2._.

CP 214 Disapproved

CP 215 ANNEX B, Deleted – ‘s - Changed E2 to read, E2, Protect, blank, wrap, cover, or mask equipment and each opening to preclude damage and prevent entry of contaminants into each gas turbine engine to include each foreign object debris (FOD) screen, uptake space, engine room, machinery, equipment, valve, vent system, and opening prior to cleaning operation. |

CP 216 Disapproved

CP 217 Annex B, Deleted ‘s- from conditions E12b to read, Machine each new impeller wearing ring area concentric to the impeller bore within 0.001-inch total indicator reading, removing only material required to correct each out-of-round and eccentric condition. |

CP 218 Annex B, Deleted from tools-E23a to read, Restore each mating surface exposed by ____ removal. Repair by removing each high spot, burr, abrasion, and foreign matter, where removal can be accomplished by hand tool. |

CP 219 Disapproved

CP 220 Disapproved

CP 221 Annex B, **Deleted** nut, bolt and stud. E28 to read, Remove each existing and install new gasket, O-ring, pin, key. Material must conform to specifications in __ of 2._. |

CP 222 Duplicate of 221

CP 223 Annex B, Change E30a added the word is to read, Manually rotate each shaft prior to installation of pump shaft packing. Rubbing or binding of the rotating assembly *is* not allowed.

Change Annex B, Switched the words rubbing and binding for consistency to to match E30a, E30b to read, Rotate shaft by hand one complete revolution. **Rubbing** or binding of the rotating assembly is not allowed.



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CP 224 Annex B, Deleted and fastener E34 to read, Remove existing and install each new steam piping joint gasket. **Each** Gasket must conform to Graph Lock 3125SS/Graftech sheet gasket. Consistency with 225 delete Each second sentence.

Changed to be consistent with **CP 227- 236 and 239**, E34 Remove existing and install each new steam piping joint gasket, **conforming** to Graph Lock 3125SS/Graftech sheet gasket. |

CP 225 Annex B, subcommittee recommendation E35 to read, Remove existing and install each new steam piping joint gaskets and fasteners. Gasket must conform to MIL-G-24716.

Changed E35 to be consistent with **CP 227- 236 and 239** Remove each existing and install **each** new steam piping joint gasket, **conforming** to MIL-G-24716. |

Annex B, For second request on Proposed Change to review E36-E48 and E51 as proposed change must be submitted to 4E for each phraseology request to change. However, 4E subcommittee recommends that a thorough scrub be done to 4E ensure consistency across phrasing. SSRAC Deleted “and fastener”. E36-E45 and E51 which was done in **CP 227- 236 and 239**

CP 226 Duplicate of 225

CP 227 Annex B, E36 to read, Remove existing and install **each** new steam piping joint gasket, **conforming** to MIL-G-24716. |

CP 228 Annex B, E37, Remove each existing and install **each** new feedwater piping joint gasket, **conforming** to MIL-G-24716 |

CP 229 Annex B, E39, Remove existing and install **each** new fresh water piping joint gasket, **conforming** to ____, ____, _____. |

CP 230 Annex B, E40, Remove existing and install **each** new salt water piping joint gasket, **conforming** to HH-P-151, Class I, cloth inserted rubber, or MIL-PRF-1149, Type II, Class I, synthetic rubber. |

CP 231 Annex B, E41, Remove existing and install **each** new salt water piping joint gasket, **conforming** to MIL-PRF-1149, Type I, Class I, synthetic rubber. |

CP 232 Annex B, E42, Remove existing and install **each** new fuel oil piping joint gasket, **conforming** to MIL-G-24716. |

CP 233 Annex B, E43a, Remove existing and install **each** new fuel oil piping joint gasket, **conforming** to MIL-G-24716. |

CP 234 Annex B, E43b, Remove existing and install **each** new fuel oil piping joint gasket, **conforming** to MIL-G-24716. |



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CP 235 Annex B, E44, Remove existing and install *each* new lubricating oil piping joint gasket, *conforming* to ____, ____, ____.

CP 236 Annex B, E45, Remove existing and install *each* new lubricating oil piping joint gasket, *conforming* to MIL-G-24716.

CP 237 TWH

CP 238 TWH

CP 239 Annex B, E51, Remove existing and install *each* new gasket, *conforming* to ____, ____, ____.

CP 240 Deleted “the” Annex B, E52a, Weld build-up each cracked, worn, and eroded area of | each ____ and machine to dimension and contour in accordance with 2. _.

CP 241 Disapproved

CP 242 Annex B, E56b to read, Drill and ream each equipment support foot and foundation. Fit and install new each ____ tapered dowel in each unit to retain unit alignment.

CP 243 Annex B, E64c to read, Cut and fit each new coupling, keyway to each mating shaft and coupling hub.

CP 244 Annex B, Change E74 to E74a.

Add "E74b Assemble each pump rotating assembly, in accordance with 2. _."

CP 245 Annex B, Change F15a to "F15".

CP 246 Annex B, G15, Each new material *must* conform to 2. , including Category and Group | ____.

CP 247 CP 246 covers CP 247

CP 248 Annex B, G16 to read, Install each valve, installing each new gasket conforming to ____.

CP 249 Annex B, Deleted “and fastener “ G17 to read, Install each valve, installing new each gasket conforming to 2. __, including Category and Group __.

CP 250 new example for Annex B 2. I.

S9086-T8-STM-010/CH-593/REV7, Pollution Control

CP 251 Added sub-paragraph (6), as follows, to 4E Section VII Paragraph B.6.b.:



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(6) Repair or Alteration Material and Special Tools already in the possession of and controlled by a Government entity (e.g. Ship's Force, TYCOM, NSWC etc.) which will be turned over to a Maintenance Team.

CP 252 Deleted current paragraphs (1)(a)(b), (2) and (3) to include subparagraph "Activities may utilize the appropriate Program Office approved 4720/3 as a Reference for ShipAlt/AER, or repair kits.

Change 4E Section VII Paragraph B.6.c. to read as follows:

c. Categories of GFM listed in paragraph 5 are defined as follows:

(1) LLTM: Material supporting an availability whose delivery date after receipt of order (ARO) exceeds 30 days or is deemed to be critical to the success of the availability by the Maintenance Team Project Manager regardless of the lead time. This material will be ordered by the associated Planning Activity or RMC Logistics Department.

(2) PUSH: Repair or Alteration Material and Special Tools provided to a Ship's Maintenance Availability by a government entity (e.g. Ship's Force, TYCOM, NSWCs, NAVSUP WSS, NAVSEA) without any purchasing action required on the part of the Planning Activity or RMC Logistics Department.

(3) KITTED: Alteration Material procured and assembled into a kit through a separate Government contract and provided to a Ship's Maintenance Availability by an outside activity (i.e. Program Office Class Planning Yard or PARM). Planning Activities may utilize the associated Program Office approved 4720/3 (Ship Alteration Material Summary) as a Work Item Reference for ShipAlt or AER kits.

Examples for each of the above categories: (Keep the examples)

CP 253 Changed Paragraph VII-E. To read:

E. GENERAL REQUIREMENTS AND CRITERIA

1. Attachments must not be used as Work Item references. Attachments cannot establish requirements. Attachments should be used to improve Work Item clarity by identifying equipment or components to which requirements will be applied. Attachments to Master Specification Catalog templates can assist with the performance of ship checks, validation of Configuration Management Data elements which require confirmation prior to use in a Work Item (e.g. location, item identification, valve number, etc.).

2. When attachments are used, the attachments must be identified, at the top of each page, centered in uppercase letters, by the word ATTACHMENT followed by a letter designation, such as ATTACHMENT A or ATTACHMENT B. Rarely will more than 3 attachments be



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utilized within any given Work Item. Each attachment will contain the Work Item number on each page and each page must be numbered. The total number of pages in the Attachment must be included in the total number of pages in the Work Item. For example, the footer of a one page attachment used in a 3-page Work Item would read Page 4 of 4.

3. Planning Memos may be used as Work Item references. As a reference, Planning Memos may establish requirements within Work Items. Planning Memos can be invoked such that a Contractor's compliance can be made to be directive, partially applicable, or informational for guidance only.

4. Activities developing or managing Planning Memos and Attachments must:

a. Set appropriate standards concerning the sources of authoritative data used as inputs (e.g. CDMD-OA, EOSS, CSOSS, NAVSEA Approved Drawings, etc.)

b. Ensure appropriate Command signature authority completes the final review, approval and signs out of issued document, with signatures recorded on the cover page, and that changes are noted on a revision record included with the document

c. Be responsible for the life-cycle management of documents, ensuring they are periodically reviewed (as a minimum biannually), revised, made available for use within an established data repository, and when appropriate cancelled

d. Rapidly and consistently incorporate validated lessons learned and best practices

e. Be responsive to customer questions concerning issued documents

f. Assign unique identifiers to allow for the recording and life-cycle management of the document (naming rules will as a minimum allow for the recognition of the Planning Activity, the Ship Class or Classes being addressed and the Expanded Ships Work Breakdown Structure (ESWBS) of the system or components being addressed)

g. Document titles should provide clear understanding of the documents envisioned use.

5. Underscoring is limited to the heading, basic paragraph titles, and headings when listing repair parts or GFM as shown in Section VI.

6. Sub paragraphing is limited to 4 digits (example 3.1.1.1). Each subparagraph is limited to a single thought or work sequence.

7. Page numbering must be sequential in each Work Item and total pages indicated (e.g., 1 of 3, 2 of 3) in the lower center of the page. The item number must be indicated in the lower right corner of each page.



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8. File numbers are assigned to templates for SUPSHIP/RMC reference purposes only. These numbers are located in the upper left section of page one. (Section VI refers)
9. The revision date of templates must be indicated in the upper left section of page one. (Section VI refers)
10. Work Items must be marked using NMD "OVERLAYS" when applicable. (Examples: LEVEL I, CRITICAL SYSTEM, DRYDOCK REQUIRED, COFFERDAM REQUIRED, GAS FREE CERTIFICATION REQUIRED)
 - a. Overlays must not be used on Work Items supporting work on non-nuclear surface ships, small boats and crafts, with the exception of "MASTER SPECIFICATION" overlays on MSWTs.
11. The numeral "1" must not be used but always be written as "one" or "One" as applicable. All numbers greater than one must be written as a numeral, i.e., 2, 3, 4, etc., except when the number is at the beginning of a sentence. This rule does not apply to references, or to GFM amount inserted under "TOTAL QUANTITY PROVIDED" listed in Paragraph 5.

CP 254

Deleted - DO provide a manday and material pool when Front Loading Work Items "as designated by the SUPERVISOR".

Deleted- DO use "when directed by the SUPERVISOR" when the start date in a front Load statement is not known."

Added- DO use the phrase "as designated by the SUPERVISOR" when providing Front Loads (accomplishing a defined quantity of a specific task) or Level of Effort (LOE) Growth Reservations (providing a number of man-days and material dollars) to accomplish anticipated not clearly defined repairs.

Added- DO use the phrase "when directed by the SUPERVISOR" if the start date for a Front Load statement (accomplishing a defined quantity of a specific task) or a Level of Effort (LOE) Growth Reservation statement (providing a number of man-days and material dollars) is not known."

CP 255 Added, DO document requirements only once within paragraph 3 of the Work Item by invoking Category II Standard Items, or by describing requirements to be accomplished in paragraph 3 of the Work Item.

CP 256 Added to Dos and Don'ts, Change Section VII G "DO use the word "EACH" rather than use of a plural form (i.e., use "each label plate" vice "label plates", "each surface" vice "surfaces", "each mating surface" vice "mating surfaces")



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CP 257 Section VII, paragraph G., DON'T put multiple thoughts in a single main paragraph or subparagraph. Keep each main paragraph and subparagraph short, concise and complete, expressing a single thought or requirement.

CP 258 Added shall be to NOT PREFERRED to read "Is to be, or shall be"

CP 259 Deleted; Listed as a preferred term and remove Identified as a not preferred term. Keep Identified as a preferred term and keep Found as a not preferred term.

CP 274 Inserted new example subparagraphs to B-3-c-(3)-(d)-2.7 through 2.10 as follows:

2.7 Force Revision, 3-20

2.8 List of Effective Pages, UIC: V20134 Work Center: EM01 Date: 04/23/20

2.9 Maintenance Index Page, MIP Control Number: 2411/016-C9 Transmission and Propulsor Systems (LCS 5 Class and follow)

2.10 Maintenance Requirement Card, MRC Control Number: 49 J3KR N (Visually Inspect Main Propulsion Shaft Flexible Couplings)

CP 275 Inserted new paragraph to SEC VII B.3. As follows:

k. Planned Maintenance System (PMS) documents may be used as references in Work Items when required, including but not limited to, LCS and DDG 1000 Class Ships supporting the accomplishment of preventive maintenance availabilities.

CP 276 Covered by CP246

CP 280 Added new para to SEC II b. Completed Standard Item Deviation Request Forms are to be submitted through the local RMC. Local standards coordinator will forward Deviation request form with RMC recommendation to ssrac@navy.mil for adjudication.

Added form to the SSRAC web site;

Standard Item Deviation Request Forms can be found at;

<https://www.navsea.navy.mil/Home/RMC/CNRMC/Our-Programs/SSRAC/>



Enclosure (2)

4E Summary of Change

CP169 (Annex A, Below) Current CAT I NSI's do not properly address Boats and Craft 65 feet and less in length. CP 169 address this issue.

ANNEX A (Bold and Italicized is new)

<u>ITEM NO.</u>	<u>TITLE</u>	<u>USAGE/COMMENTS</u>
009-01	General Criteria; accomplish	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-02	Environmental Compliance Report for Material Usage; accomplish	Invoke when work is being accomplished where environmental compliance requirements are not specified locally. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-03	Toxic and Hazardous Substance control	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-04	Quality Management System; provide	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-06	Maintaining Protection and Cleanliness from Non-Radioactive Operations; accomplish	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-07	Confined Space Entry, Certification, Fire Prevention and Housekeeping; accomplish	Invoke for all solicitations on manned vessels. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-08	Shipboard Fire Protection; accomplish	Invoke for all solicitations on manned vessels. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-10	Asbestos-Containing Material (ACM); control	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-19	Provisioning Technical Documentation (PTD); provide	Invoke when hull, mechanical, electrical/electronic equipment or components are being furnished by the contractor. <i>Not applicable to boats and craft 65 feet and less in length.</i>



Enclosure (2)

4E Summary of Change

<u>ITEM NO.</u>	<u>TITLE</u>	<u>USAGE/COMMENTS</u>
009-20	Government Property; control	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-21	Logistics and Technical Data; provide	Invoke when equipment is being installed new or replaces existing equipment or when equipment is being permanently removed from ship. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-23	Interference; remove and install	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-24	Authorization, Control, Isolation, Blanking, Tagging, and Cleanliness; accomplish	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-34	Fire Protection of Unmanned Vessel at Contractor Facility; accomplish	Invoke when work is being accomplished on unmanned vessels at Contractor's facility. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-39	Technical Manual Contract Requirement (TMCR) for a New Technical Manual for Commercial Equipment/Component; accomplish	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-40	Requirements for Contractor Cranes, Multi-Purpose Machine and Material Handling Equipment at a Naval Facility; provide	Invoke when work is being accomplished at a Naval facility. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-60	Schedule and Associated Reports for Availabilities Over 9 Weeks in Duration; provide and manage	Invoke for availabilities over 9 weeks in duration. <i>Not applicable to boats and craft 65 feet and less in length.</i>



Enclosure (2)

4E Summary of Change

<u>ITEM NO.</u>	<u>TITLE</u>	<u>USAGE/COMMENTS</u>
009-61	Shipboard Use of Fluorocarbons; control	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-67	Integrated Total Ship Testing; manage	Invoke for all CNO availabilities. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-69	Heavy Weather/Mooring Plan; provide	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-70	Confined Space Entry, Certification, Fire Protection, Fire Prevention and Housekeeping for Unmanned Vessel; accomplish	Invoke when work is being accomplished on unmanned vessels. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-72	Physical Security at a Private Contractor Facility; accomplish	Invoke when work is being accomplished at contractor's facility. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-73	Shipboard Electrical/Electronic Cable Procedure; accomplish	Invoke for all solicitations requiring electrical work. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-74	Occupational, Safety and Health Plan; accomplish	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-80	Ship Facilities; maintain	Invoke for availabilities when ship's crew remains onboard. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-81	Compartment Closeout; accomplish	Invoke for CNO scheduled availabilities and non-CNO scheduled availabilities greater than or equal to 9 weeks in length, when a formal compartment closeout schedule is not otherwise implemented. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-82	Installation of Equal Component Vice Specified Component; report	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>



Enclosure (2)

4E Summary of Change

<u>ITEM NO.</u>	<u>TITLE</u>	<u>USAGE/COMMENTS</u>
009-84	Threaded Fastener Requirements; Accomplish	Invoke for all solicitations involving fasteners. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-93	Emergency Planning and Community Right-to-Know Act (EPCRA) and Pollution Prevention Act (PPA) Information; provide	Invoke when work is being accomplished where EPCRA/PPA reporting requirements are not specified locally. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-99	Ship Departure Report; provide	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-106	Work Authorization Form Coordinator (WAFCOR); provide	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-111	Schedule and Associated Reports for Availabilities 9 Weeks or Less in Duration; provide and manage	Invoke for availabilities 9 weeks or less in duration. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-120	Fact Finding and Critique of Unplanned Event; manage	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
009-122	Temporary Padeye; install and remove	Invoke for all solicitations. <i>Not applicable to boats and craft 65 feet and less in length.</i>
<i>009-125</i>	<i>Boats and Craft less than 65ft long; Accomplish</i>	<i>Invoke on boats and craft 65 feet and less in length.</i>