OPNAV INSTRUCTION 5450.339

From: Chief of Naval Operations

Subj: MISSION, FUNCTIONS, AND TASKS OF COMMANDER, NAVY INSTALLATIONS COMMAND

Ref: (a) CNO WASHINGTON DC 271955Z Mar 03 (NAVADMIN 072/03)
(b) Title 10, U.S. Code
(c) SECNAVINST 7000.27A
(d) CNO WASHINGTON DC 181603Z Jun 08 (NOTAL)
(e) CNO Guidance for 2010, Executing the Maritime Strategy, of Sep 2009
(f) CNO WASHINGTON DC 261445Z Sep 03 (NOTAL)
(g) OPNAVNOTE 5400 Ser DNS-33/10U107437 of 15 March 2010
(h) CNO WASHINGTON DC 072018Z Jul 08 (NAVADMIN 186/08)
(i) OPNAVINST F3300.53C
(j) Virtual SYSCOM Joint Instruction - VS-JI-22A, Virtual SYSCOM Engineering and Technical Authority Policy
(k) OPNAVINST 3000.15
(l) COMUSFLTFORCOM/COMPACFLTINST 3000.15
(m) OPNAVINST 3501.360

1. Purpose. To publish the mission, functions, and tasks of Commander, Navy Installations Command (CNIC) established by reference (a).

2. Authorities

   a. Chief of Naval Operations (CNO) delegates to CNIC authority under reference (b) to organize, man, train, maintain, and equip assigned Navy base operating support functions and infrastructure.

   b. CNO delegates to CNIC budget submitting office (BSO) authority and responsibility under references (a), (b), and (c) for assigned base operating support functions, military and civilian personnel, infrastructure, and budget.
c. CNO assigns CNIC as the Navy’s shore integrator per references (d) and (e), responsible for designing and developing integrated solutions across Navy commands, BSOs, Navy warfare enterprises and providers for sustainment and development of Navy shore infrastructure to support common base operating support and current and future platform requirements.

3. Mission. To serve as the single responsible office, advocate, and point of contact for Navy installations; to provide consistent, effective, and efficient shore installation services and support to sustain and improve current and future fleet readiness and mission execution; to provide unified and consistent practices and procedures, standards of service, and funding to manage and oversee shore installation support to the fleet; to execute delivery of installation services through Navy regions and installations, and to coordinate policy, planning, budgeting, execution, and reporting for all regions and shore installations.

4. Status and Command Relationships

   a. CNIC is an echelon 2 command under the CNO and reports to the CNO for administrative and service related matters.

   b. Per references (f) and (g), United States Fleet Forces Command (USFLTFORCCOM) and Navy component commanders will be the reporting senior for cognizant region commanders. Region commanders will report under the administrative control (ADCON) to CNIC for purposes of funding (budget submission and execution), and alignment of shore installation management policies and procedures. ADCON includes the authority over subordinate shore organizations with respect to administration and support, including control of resources and equipment, personnel management, unit logistics, training, and discipline. Close coordination will be required between USFLTFORCCOM and Navy component commanders and CNIC.

   c. Per reference (h), Deputy Chief of Naval Operations (Operations, Plans and Strategy) (CNO (N3/N5)) is responsible for strategic oversight of the Navy's anti-terrorism policy, both afloat and ashore, and Deputy Chief of Naval Operations (Fleet Readiness and Logistics) (CNO (N4)) is assigned the primary responsibility for ashore anti-terrorism, physical security, and law enforcement policy. Reference (i) assigns
Commander, United States Fleet Forces Command (COMUSFLTFORCOM) as the executive agent for Navy anti-terrorism and force protection (ATFP) and will establish and implement ATFP standards and policies for Navy units. Navy component commanders execute tactical control of shore anti-terrorism requirements within their area of responsibility through the region commanders.

d. Echelon levels above and below CNIC are as follows.

<table>
<thead>
<tr>
<th>Echelon</th>
<th>Command</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>CNO</td>
</tr>
<tr>
<td>2</td>
<td>CNIC</td>
</tr>
<tr>
<td>3</td>
<td>Commanders of Navy regions</td>
</tr>
<tr>
<td>4</td>
<td>Commanding officers of Navy installations</td>
</tr>
</tbody>
</table>

e. Command relationships are described below.

(1) CNIC is the immediate superior in command and assigned administrative command of the following echelon 3 activities and their subordinates per reference (g):

(a) Commander, Navy Region Mid Atlantic;
(b) Commander, Navy Region Midwest;
(c) Commander, Navy Region Northwest;
(d) Commander, Navy Region Southeast;
(e) Commander, Navy Region Southwest;
(f) Commandant, Naval District Washington;
(g) Commander, Navy Region Hawaii;
(h) Commander, Navy Region Korea;
(i) Commander, Joint Region Marianas;
(j) Commander, Navy Region Japan; and
(k) Commander, Navy Region Europe, Africa, and Southwest Asia.
(2) U.S. Navy Region Center, Singapore, is a special area that is supported with resources both directly by CNIC and through Navy Region Japan.

(3) Other relationships

(a) Commander, Naval Facilities Engineering Command (NAVFAC) provides technical and material support regarding shore facilities to CNIC. Per reference (j), NAVFAC is the technical authority for all matters relating to facilities engineering policies and practices. Specifically, NAVFAC manages and executes the planning, design, construction, and public works support for naval facilities on a worldwide basis. The commanding officers of facility engineering commands serve additional duties (ADDU) to region commanders as the region engineer. Installation NAVFAC public works officers are assigned ADDU to the installation commanding officer.

(b) The Naval Supply Systems Command provides shore logistics support services, coordinates material deliveries, contracts for supplies and services, and provides material management and warehousing services. The Fleet Industrial Supply Center (FISC) commanding officers, or deputy commanders, serve ADDU to the region commander as the region supply officer. A senior installation tenant command FISC officer reports ADDU to the commanding officer of the installation as the installation supply officer.

(c) Reserve component commanders (RCCs) can be assigned to each region commander’s staff. Through their subordinate Navy operational support centers, RCCs maintain, train, and support mission-capable reserve units and individuals augmenting the Navy and Marine Corps team throughout the full range of operations. The RCC reports ADDU to the region commander.

(d) Region legal services commanding officers serve ADDU to the region commander as the region legal officer and staff judge advocate.

5. Overseas Diplomacy. CNIC serves as an effective instrument of U.S. Foreign Policy by initiating and continuing action programs which promote positive relations between the command and foreign nationals, and which assist individual naval
personnel and their families to work effectively, live with dignity and satisfaction, and function as positive representatives of the Navy and the United States while overseas.

6. **Functions and Tasks**

   a. Deliver sustained and improved readiness from the shore.

      (1) Develop, articulate, and execute Navy installations command budgets as a BSO for assigned shore capabilities and infrastructure.

      (2) Man, train, maintain, and equip Navy regions to provide base operating support and infrastructure management for shore operational, facilities, and quality of life capabilities that meet operational requirements identified by CNO, combatant commanders, and Navy component commanders. CNIC programs include resourcing and support of nearly all shore support functions, such as air and port operations; ATFP; safety; emergency management; fire and emergency services; facility planning; management, support services; environmental stewardship; encroachment; and Sailor and family readiness.

      (3) Manage Navy’s total shore operating costs and find innovative solutions to control and mitigate those costs. Develop shore readiness implementing guidance in coordination with Navy component commanders to mitigate impacts on or ensure operational readiness; resourcing; and reliable, accurate, and authoritative data and information systems. Define performance levels and metrics and establish business tools that standardize practices and oversight.

      (4) Capture, consolidate, and integrate all shore requirements across the warfare enterprises and providers to ensure current shore capabilities are maintained and new capabilities are ready when required.

      (5) Maintain and support a shore response plan aligned to the Fleet Response Plan (references (k) and (l)).

      (6) Align readiness reporting processes and systems per reference (m) to provide capabilities-based readiness reporting based upon mission essential tasks. Integrate readiness
resource metrics, personnel, equipment, supply, training, ordnance, and facilities providing a comprehensive means of assessing capabilities-based operations.

(7) In coordination with Director, Environmental Readiness Division (OPNAV (N45)), develop and execute the Navy's Shore Environmental Program, including conservation; pollution prevention; cultural resources; compliance with laws and regulations; and encroachment management for installations, facilities, and Navy property assigned.

(8) Oversee Navy's execution of the Base Realignment and Closure Program in coordination with Secretary of the Navy (SECNAV).

b. Shape the future shore design as the shore integrator.

(1) Design for CNO approval the architecture and vision for future shore capabilities, including facilities and infrastructure. The shore platform will be operationally linked to the warfighter; sized, configured, located, and networked to meet the full range of expected operational requirements; scalable, agile, and adaptive for changing circumstances; and fully leverage the joint capabilities of other Services and the capabilities of the supporting communities.

(2) Develop and articulate the CNIC positions to CNO for shore capabilities and personnel requirements necessary to support the defined level of service and infrastructure support in the Navy's planning, programming, budgeting and execution process. Where specific CNO defined service levels are not established, serve as the Navy's advocate and requirements generator for shore capabilities.

(3) Integrate and arbitrate the base operating support and infrastructure requirements identified by the Fleet Readiness Enterprise, warfighting enterprises, provider enterprise, Naval component commanders and Joint combatant commanders necessary in support of current and future warfighting requirements. Identify and resolve shore support capability overlaps and seams.

c. Develop the shore total workforce.
(1) Serve as the manning control authority for assigned military personnel (active and reserve); civilians; and contractors. Foster the development of unique skills, competencies, and experiences necessary to support Navy shore capabilities. Execute manpower, personnel, and individual training and education policies, requirements, processes, programs, and alignments affecting active, reserve, and civilian personnel in support of assigned shore support responsibilities.

(2) Support COMUSFLTFORCOM, the Navy global force manager, in the execution of Navy global sourcing solutions responding to combatant commander requests for general-purpose forces, ad hoc forces, and individual augmentees.

7. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per SECNAV M-5210.1 of November 2007.

8. Action. CNIC will execute the assigned missions, functions, and tasks. CNIC will recommend changes and revisions to this document when required.

Distribution:
Electronic only, via Department of the Navy Issuances Web site http://doni.daps.dla.mil