



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, DC 20350-2000

OPNAVINST 5750.4E
DNS-H
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OPNAV INSTRUCTION 5750.4E

From: Chief of Naval Operations

Subj: NAVY HISTORICAL PROGRAMS

Ref: (a) SECNAV M-5210.1 of January 2012
(b) OPNAVINST 5210.20
(c) OPNAVINST 5726.8
(d) OPNAVINST 5750.12J
(e) SECNAVINST 4000.35A
(f) SECNAVINST 5031.1C
(g) SECNAVINST 5070.2D
(h) SECNAVINST 5210.8D
(i) SECNAVINST 5211.5E
(j) SECNAVINST 5720.42F
(k) SECNAVINST 5755.2A
(l) OPNAVINST 4770.5G
(m) OPNAVINST 5030.4F
(n) OPNAVINST 5513.1F
(o) OPNAVINST 5750.13
(p) OPNAVINST 5754.1B

1. Purpose. To establish policy for the development and use of historical lessons learned and historical resources to support and inform Navy operations, plans and programs.

2. Cancellation. OPNAVINST 5750.4D.

3. Scope. This instruction establishes responsibilities for the creation, preservation and use of historical resources by all Navy operational commands and the shore establishment. It also sets standards for the operation of Navy historical programs and projects and complements references (a) through (p).

4. Background. Navy history represents the foundation upon which the present and the future of the Navy rests, and encompasses the cumulative experience of the U.S. Navy.

Historical information and lessons learned are essential for current planning, operations, analysis, and administration. Knowledge of the Navy's history serves as a foundation for the Navy core values of honor, courage and commitment and supports the professional development, morale, and pride of service of Sailors. Dissemination of historical information enlightens the American people about the role of the Navy in the overall history of the nation.

5. Discussion

a. The use of naval history is critical to the effectiveness of Navy planning, operations, recruiting, retention and acquisition. The Navy has over 232 years of history and tradition upon which to draw. It is imperative that the Navy as an institution understands its history as it goes about Navy's daily business.

b. The preservation and use of history in the United States Navy is the responsibility of each organization and all personnel in the service. As such, all officers, enlisted, and civilian personnel will ensure that vital records and artifacts are collected and preserved, and will strive to make understanding of past activities of their command and the Navy at large an integral part of their training and educational activities. The command will maintain all records including historical records per references (a) and (b).

c. The Director of Naval History (Chief of Naval Operations (CNO) (DNS-H)) supports the fleet in the use of naval history, under the direction of DNS, for the CNO. DNS-H develops Navy policy on historical matters and oversees Navy historical, archival, museum, curatorial, art, and underwater archaeological programs.

d. The Navy's central historical office is the Naval History and Heritage Command (NAVHISTHERITAGECOM), which includes the Navy Department Library and the National Museum of the United States Navy in Washington, D.C. In addition, other commands and offices are authorized and encouraged to establish historical offices or projects in order to meet their specific needs.

6. Responsibilities

a. DNS shall:

(1) Implement this instruction and administer the Navy's historical programs as reflected in references (a) through (p).

(2) Ensure that Navy organizations that produce, collect, analyze, or disseminate historically significant information implement appropriate procedures to preserve such information, especially that relating to lessons-learned from Navy exercises and combat operations.

b. DNS-H, under the auspices of DNS, assists the operational commands and the shore establishment in inculcating an understanding and appreciation of naval history throughout their commands and is responsible, as detailed in references (a) through (p), for the following aspects of the Navy's overall historical program:

(1) Direction, administration, and support of the NAVHISTHERITAGECOM and for the preservation, interpretation, and dissemination of information on the Navy's history and heritage.

(2) Development and implementation of policy and procedure to ensure that a permanent record is preserved of historically significant actions and decisions taken by the Office of the Chief of Naval Operations staff. Coordinate any changes of a records schedule from a temporary to a permanent status with the Director of Navy Records (DNS-5).

(3) Advice and assistance to other Navy commands that are planning or undertaking historical, archival, museum, curatorial, art, and underwater archaeological programs and projects.

(4) Identification of the Navy's requirements for research and publications in naval history and for the collection and preservation of significant historical records.

(5) Promotion of the Navy's historical, archival, museum, library, curatorial, art, and underwater archaeological

programs and projects by organizing professional gatherings, and by maintaining a central source of information on relevant activities.

(6) Provision of overall policy guidance to Commander, Naval Sea Systems Command, Commander, Naval Surface Warfare Center, and Curator of Ship Models with regard to the Navy's Ship Model Program.

(7) Deployment of historical documentation teams to fleet units and other Navy commands to collect historical records and information on significant Navy operations and activities.

(8) Program sponsorship and technical management of the Selected Reservists assigned to the NAVHISTHERITAGECOM.

(9) Sponsorship of the Secretary of the Navy's (SECNAV) Advisory Subcommittee on Naval History.

c. Director, NAVHISTHERITAGECOM shall ensure that operational, training and educational commands have direct and continuing access to historical resources and advice. In particular, the director shall implement the following measures to provide history and heritage support for the fleet:

(1) Provide frequent up-dates to NAVHISTHERITAGECOM's Web site (<http://www.history.navy.mil/>) with historical data relating the Navy's history to current events.

(2) Maintain a public affairs officer billet at NAVHISTHERITAGECOM to assist fleet public affairs officers and to promote outreach for naval history and heritage.

(3) Assist commands in obtaining copies of naval history videos such as "Our Navy Story" that can be used in general military training.

(4) Assist ship and squadron personnel in putting together their units' annual command operations reports so that their activities will become a permanent detailed part of the Navy's historical record.

(5) Work with the Defense Media Activity to script and film naval heritage-related videos for use in Navy and Marine Corps public affairs products.

(6) Per reference (c), develop and lead initiatives to implement a comprehensive commemorative outreach program, to include historical events such as the War of 1812 Bicentennial, the annual Battle of Midway commemoration and Navy birthday celebrations. This shall include producing quality publications and other materials for distribution.

d. Commander, Naval Education and Training Command shall be responsible for insuring that Navy educational institutions under their cognizance, make best appropriate use of Navy history information and resources in their respective curricula, and develop an active partnership with the NAVHISTHERITAGECOM on how best to use historical lessons learned to educate officers, enlisted and civilians. This includes learning centers and schools, Recruit Training Command, Naval Reserve Officer Training Corps units, Officers' Candidate School and other accessions training commands, as well as the citizenship development program Naval Junior ROTC.

e. The U.S. Naval Academy, Naval Postgraduate School and the Naval War College will likewise partner with NAVHISTHERITAGECOM and infuse historical lessons into their curriculum.

f. Commanders and commanding officers of Navy operational commands and the shore establishment are responsible for inculcating an appreciation and understanding of naval history in their commands and are the key institutions that make Navy history alive, meaningful and relevant to the daily work of the Navy. As such, they are responsible for ensuring that historical records (to include electronic records and other forms of media), per reference (a), concerning their organizations, equipment, personnel and operations are collected and preserved. They are further responsible for insuring that annual command operations reports are prepared that explain their organization's operations, procedures, challenges and achievements. To fulfill these responsibilities, commands shall:

(1) Encourage use of historical lessons in plans and operations and further develop historical awareness within their commands through the use of publications, training programs and community outreach.

(2) Assure that reliable history of their commands, and related historical records and artifacts, including electronic records and information, are maintained and preserved.

(3) Submit required annual command operations report and historical documentation per reference (d).

(4) Provide support to historical documentation teams deployed to their commands.

7. Action

a. Addressees will strive to establish programs and develop innovative ways to expand awareness of Navy history and traditions in support of command missions.

b. Addressees will ensure wide dissemination of information explaining the purpose and importance of Navy historical programs in support of operations, plans, recruitment, retention and acquisition.

c. Addressees will inform DNS-H of major historical, archival, museum, curatorial, art, and underwater archaeological activities and projects under their purview.

8. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per reference (a).



J. M. BIRD
Vice Admiral, U.S. Navy
Director, Navy Staff

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