OPNAV INSTRUCTION 10126.4E

From: Chief of Naval Operations

Subj: MANAGEMENT AND CONTROL OF LEATHER FLIGHT JACKETS

Ref: (a) NAVPERS 18068F
     (b) MCO 1200.17E
     (c) NAVSUP P-485

Encl: (1) Sample Request for Leather Flight Jacket Letter

1. **Purpose.** To establish inventory policy, management policy, and procedures for the control and accounting of leather flight jackets. Major revisions focus on clarifying authorized recipients and requisitioning procedures, to include issue, turn-in, and re-issue. This instruction is a complete revision and should be reviewed in its entirety.

2. **Cancellation.** OPNAVINST 10126.4D.

3. **Scope and Applicability.** This instruction is applicable to Navy and Marine Corps personnel who are responsible for inventory policy, management policy, and procedures for the control and accounting of leather flight jackets.

4. **Background.** The traditional leather flight jacket is designated as an exclusive clothing item for members of the U.S. Navy and U.S. Marine Corps. Proper distribution oversight, strict procurement controls, and management of on-hand stock, issues, and disposition must be implemented and maintained.

5. **Policy.** Leather flight jackets are authorized for issue to and wear by only those parties listed in subparagraphs 5(a) through 5(f):
   
   a. President of the United States;
   
   b. Naval aviators;
   
   c. Naval flight officers (NFO);
   
   d. Naval flight surgeons, aerospace experimental psychologists, and aerospace physiologists;
e. Navy Selected Reserve (SELRES) enlisted aircrew who have completed an Office of the Chief of Naval Operations (OPNAV) approved course of instruction, earning Navy enlisted classification (NEC) code series 78xx, 82xx, or 94xx; and

f. Navy and Marine Corps enlisted aircrew personnel, who:

   (1) have completed Naval Aircrew Candidate School, and

   (2) have been assigned a NEC code series 78xx, 82xx, or 94xx, per reference (a), or

   (3) have been assigned a primary Marine Corps military occupational specialty (MOS) in series 617x, 624x, 737x, and 738x, per reference (b).

6. Procedures. Issue, wear, disposition, and re-utilization of leather flight jackets must be conducted per subparagraphs 6a through 6c:

   a. Issue and Wear. Leather flight jackets are authorized for wear upon issue except as noted in subparagraphs 6a(1)(a) through 6a(1)(c). Leather flight jackets must be issued to authorized personnel as per subparagraph 6a(1):

      (1) Initial Issue

         (a) U.S. naval aviators and NFOs during Aviation Pre-flight Indoctrination at Naval Aviation Schools Command (NAVAVSCOLSCOM) in Naval Air Station, Pensacola, Florida (NAS Pensacola). Wear is authorized upon completion of Aviation Pre-flight Indoctrination.

         (b) U.S. naval flight surgeons, aerospace experimental psychologists, and aerospace physiologists during the NAVAVSCOLSCOM training program. Wear is authorized upon completion of the academic portion of training at NAVAVSCOLSCOM.

         (c) U.S. Navy and U.S. Marine Corps enlisted aircrew personnel upon completion of the Naval Aircrew Candidate School at NAVAVSCOLSCOM.

         (d) President of the United States upon inauguration. Request must be provided by Commanding Officer, Marine Corps One.

         (e) In lieu of completing Naval Aircrew Candidate School, U.S. Navy SELRES aircrew personnel may receive initial issue flight jackets provided:

            1. subparagraph 5e requirements are met; and

            2. they have a forwarding endorsement of such entitlement via Commander, Naval Air Force Reserve (COMNAVAIRES), Aviation Logistics Directorate (CNAFR N41).
This provides Commander, Naval Supply Systems Command (COMNAVSUPSYSCOM) Fleet Logistics Center Jacksonville (COMNAVSUPSYSCOM FLC Jacksonville) Detachment Pensacola with a single point of entry for this exception case.

(f) initial issue is normally accomplished at the COMNAVSUPSYSCOM FLC Jacksonville Detachment Pensacola Flight Gear Issuing Facility aboard NAS Pensacola. During the initial issue process, the recipient will be entered into the flight gear issuing facility leather flight jacket database for tracking. Additionally, the recipient’s Naval Air Training and Operating Procedures Standardization (NATOPS) OPNAV 3760/32E Flight Personnel Training and Qualification Jacket must be updated to reflect the issue.

(2) Re-issue. Re-issues of leather flight jackets must be conducted per subparagraphs 6a(2)(a) through 6a(2)(d):

(a) For “Turn-in,” leather flight jackets previously issued by the flight gear issuing facility, the “Ship to” address must be: NAVSUP FLC Jacksonville Detachment Pensacola, Flight Gear Issuing Facility, 690 San Carlos Road, Building 3581, NAS, Pensacola, FL 32508-5014.

(b) DD Form 1348-6 Department of Defense Single Line Item Requisition System Document must be used. Complete DD Form 1348-6 requisition per reference (c), volume 1. The requisition must be manually submitted. Electronically submitted requisitions via Department of Defense (DoD)-approved requisition routing information technology systems, must be rejected.

(c) A command letter must be personally signed by the commanding officer. Enclosure (1) is an example of a properly prepared command letter.

Note: “By Direction” signatures are unacceptable and will be rejected.

(d) If the jacket is unavailable for turn-in, a completed DD Form 200 Financial Liability Investigation of Property Loss Report must be submitted. Complete DD Form 200 per reference (c), volume 1.

b. Disposition. Final disposition of the jackets will be as per subparagraphs 6b(1) and 6b(2):

(1) Personnel qualified to be issued and wear leather flight jackets may retain their jacket when separating or retiring from the naval Service under honorable conditions. However, they must not be authorized any subsequent issues or re-issues after retirement or separation. A disposition letter must be prepared documenting the event, noting the name, rank (rate, rating, or MOS), and DoD identification (ID) number of the individual retaining the jacket. The original disposition letter (personally signed by the activity commanding officer) must be forwarded to
NAVSUP FLC Jacksonville Detachment Pensacola, Flight Gear Issuing Facility, 690 San Carlos Road, Building 3581, NAS, Pensacola, FL 32508-5014. One disposition letter copy will be retained by the activity and another copy issued to the individual.

(2) Personnel not meeting the requirements of subparagraph 6b(1) must turn in their flight jacket to their activity prior to leaving Service. The returned jacket must be stripped of all insignia and patches. The returned jacket must be forwarded via traceable means to NAVSUP FLC Jacksonville Detachment Pensacola, Flight Gear Issuing Facility, 690 San Carlos Road, Building 3581, NAS, Pensacola, FL 32508-5014, for re-utilization or disposition actions. With each returned jacket include a DD Form 1149 Requisition and Invoice/Shipping Document (with 2 copies) annotated with the name, rank (rate, rating or MOS) and DoD ID number of the individual returning the jacket.

c. Reutilization

(1) COMNAVSUPSYSCOM FLC Jacksonville Detachment Pensacola must maximize the re-utilization of leather flight jacket turn-ins by re-issuing the jackets as “free issue” exchanges with authorized recipients.

(2) DD Form 1348-6 and the command letter are not required for “free issue” exchanges. Personnel not able to exchange jackets in person at the flight gear issuing facility must return jackets for exchange via DD Form 1149 per subparagraph 6a(2) of this instruction. Additionally, requesting units must include the transportation account code to be used to cover return shipping charges on DD Form 1149’s utilized for “free issue” exchanges.

7. Responsibilities

a. OPNAV

(1) The Logistics Programs and Corporate Operations Division (OPNAV (N41)) must maintain this instruction.

(2) The Air Warfare Division (OPNAV (N98)) must be the final decision making authority on leather flight jacket entitlement questions.

b. COMNAVSUPSYSCOM must update appropriate supply publications to align with established inventory policy, management policy, and procedures for the control and accounting of leather flight jackets.

c. CNAFR N41 must provide forwarding endorsement of entitlement for initial issue jacket for qualified SELRES aircrew candidates per subparagraph 6a(1)(e).
d. COMNAVSUPSYSCOM FLC Jacksonville Detachment Pensacola must:

(1) Partner with Defense Logistics Agency (DLA) to maintain adequate stores of leather flight jackets to support both U.S. Navy and U.S. Marine Corps requirements.

(2) Institute procedures with DLA so all requisitions for leather flight jackets originating from anywhere other than COMNAVSUPSYSCOM FLC Jacksonville Detachment Pensacola are rejected.

(3) Ensure removal of the inside flap of the jacket on which "USN" (for U.S. Navy) or any other government markings are stenciled, prior to turn-in to DLA.

(4) Monitor flight gear issuing facility inventory management, policy, and operations to ensure compliance with this instruction.

(5) Arrange for security to prevent theft when shipping flight jackets, to include shipment of jackets by traceable means.

(6) Ensure proper supply and security discipline relative to flight jacket management is exercised at flight gear issuing facility, including setting stock levels, establishing screening and disposition procedures, and developing strict requisition, receipt, and issue controls.

(7) Ensure the controlled inventory item code assigned to leather flight jackets is “V.”

e. Commanding Officer, NAVAVSCOLSCOM must provide COMNAVSUPSYSCOM FLC Jacksonville Detachment Pensacola Flight Gear Issuing Facility with a personally signed letter listing the name, rank (rate, rating, or MOS), and DoD ID number of the students authorized issuance of a leather flight jacket. This must be entered into the flight gear issuing facility leather flight jacket database for tracking purposes.

f. Type, Wing, and Carrier Air Wing Commanders, Squadron, Station, and Activity Commanding Officers must:

(1) ensure all requisitions for leather flight jackets are for qualified personnel and that the enclosure (1) letter is submitted and personally signed by the commanding officer.

(2) ensure that an entry is made in the individual’s NATOPS OPNAV 3760/32, whether he or she was issued or re-issued a leather flight jacket. This applies to initial issues for Navy SELRES enlisted aircrew. A DD Form 200 document number must also be entered when re-issue is made as a result of a survey.
(3) provide COMNAVSUPSYSCOM FLC Jacksonville Detachment Pensacola Flight Gear Issuing Facility a personally signed copy of the disposition letter for personnel separating or retiring from the Service under honorable conditions and retaining their flight jacket per subparagraph 6b(1).

(4) receive returned leather flight jackets and forward, via traceable means, to COMNAVSUPSYSCOM FLC Jacksonville Detachment Pensacola Flight Gear Issuing Facility at the address listed in subparagraph 6a(2)(a). With each returned jacket include a DD Form 1149 (with 2 copies) annotated with the name, rank (rate, rating, or MOS), and DoD ID number of the individual turning in the leather flight jacket. Reference (c), volume 1 provides guidance in preparing a DD Form 1149 document.

(5) Recover leather flight jackets from officers and enlisted aircrew personnel leaving naval Service as defined in subparagraph 6b(2).

(6) For re-issue requisitions, ensure the old jacket (or in lieu of, a copy of the DD Form 200 personally signed by the commanding officer, or a copy of the DD Form 1131 Cash Collection Voucher for voluntary reimbursement) is delivered with the enclosure (1) letter (personally signed by the commanding officer) and DD Form 1348-6 requisition.

(7) Upon discovery of a loss, immediately determine if evidence of negligence, willful misconduct, or deliberate unauthorized use exists. The activity must prepare a DD Form 200. The DD Form 200 (approved and personally signed by the commanding officer) must then be forwarded to COMNAVSUPSYSCOM FLC Jacksonville Detachment Pensacola, Flight Gear Issuing Facility. If the responsible individual voluntarily consents to reimburse the U.S. Government, a DD Form 1131 for the amount of the jacket must be prepared on behalf of the U.S. Government. A copy of the DD Form 1131 must be submitted to flight gear issuing facility with a copy of the approved DD Form 200 in order to support adjustment of their records.

8. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per Secretary of the Navy Manual 5210.1 of January 2012.

9. Review and Effective Date. Per OPNAVINST 5215.17A, Deputy Chief of Naval Operations for Fleet Readiness and Logistics (DCNO N4) will review this instruction annually on the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, DoD, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 5 years, unless revised or cancelled in the interim, and will be reissued by the 5-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the cancellation is known following the guidance in OPNAV Manual 5215.1.
10. **Forms.** Forms listed in subparagraphs 10a through 10d are available from the DoD Forms Web site [http://www.dtic.mil/whs/directives/infomgt/forms/index.htm](http://www.dtic.mil/whs/directives/infomgt/forms/index.htm):

   a. DD Form 200 Financial Liability Investigation of Property Loss Report
   
   b. DD Form 1348-6 DoD Single Line Item Requisition System Document
   
   c. DD Form 1149 Requisition and Invoice/Shipping Document
   
   d. DD Form 1131 Cash Collection Voucher

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via Department of the Navy Issuances Web site, [http://doni.documentsservices.dla.mil](http://doni.documentsservices.dla.mil)
SAMPLE REQUEST FOR LEATHER FLIGHT JACKET LETTER

Command Letterhead
(For Official Use Only, when filled in)

From: Commanding Officer, (Command Name)
To: Commanding Officer, NAVSUP Fleet Logistics Center, Jacksonville

Subj: REQUISITION FOR LEATHER FLIGHT JACKET IN CONCERN OF {INSERT NAME}

Ref: (a) OPNAVINST 10126.4E

Encl: (1) DD Form 1348-6
(2) Leather Flight Jacket, Size ___ (if applicable)
(3) Copy, Missing, Lost, Stolen or Recovered Report DD Form 200 (if applicable)
(4) Copy, DD Form 1131, Cash Collection Voucher (if applicable)

1. Per reference (a), a replacement issue (or initial issue for SELRES aircrew personnel or President of the United States) leather flight jacket is requested for {INSERT NAME, RANK, BRANCH OF SERVICE, DOD ID NUMBER}.

2. Enclosures (1) through (4) are submitted for your records and use.

J. P. JONES
(“ACTING” or “BY DIRECTION” is not authorized.)

Copy to:
(If applicable)