



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

IN REPLY REFER TO

OPNAVINST 3110.3Q  
Op-09B2E3

**10 DEC 1982**

OPNAV INSTRUCTION 3110.3Q

From: Chief of Naval Operations

Subj: Assignment of ships and units in the administrative organization of the Operating Forces, U.S. Navy

Ref: (a) U.S. Navy Regulations, 1973 (A)  
(b) OPNAVINST 3111.14U (A)

Encl: (1) Minimum required distribution list

1. Purpose. To specify how commands will request changes to and be informed of the administrative organization of the Operating Forces, U.S. Navy. (R)

2. Cancellation. OPNAVINST 3110.3P

3. Changes. CNO will promulgate approved administrative organization advance changes by message or letter to commands, ships or units directly concerned. (R)

4. Background and Authority. The CNO, as authorized by Article 0304 of reference (a), assigns ships and units to the administrative organization of the Operating Forces of the U.S. Navy. Initial administrative assignments or changes thereto are normally made in conjunction with requests for homeport or permanent duty station assignments submitted in accordance with reference (b). CNO delegates to the Commander, Military Sealift Command authority to approve administrative assignment changes to MSC non-commissioned naval ships. (R)

5. Modification to the Administrative Organization Operating Forces of the U.S. Navy. Fleet commanders in chief or cognizant commanders of the Operating Forces of the U.S. Navy shall submit recommendations for changes in the Navy administrative organization operating forces to CNO (Op-09B2). Requests shall specify the desired effective date. CNO requires thirty working days processing time prior to the desired effective date. (R)

6. Procedure to Provide Information about the Administrative Organization Assignment of Ships and Units (R)

a. Periodically, the CNO will provide the CNO approved administrative organizations in computerized format to fleet commanders in chief.

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b. The fleet commanders in chief will publish their administrative organizations on the basis of the computerized data received from CNO and information contained in CNO advance change messages. These publications will be distributed to addressees as determined by the fleet commanders in chief. However, CNO requires that distribution include at a minimum the addressees in enclosure (1).

c. CINCUSNAVEUR, COMINWARCOM, COMSC, COMNAVAIRESFOR and COMOPTEVFOR may publish their administrative organization as deemed necessary.



H. F. BOYLE  
Assistant Vice Chief of Naval Operations  
Director of Naval Administration

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(See pages 3-5)

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R) Op's 003, 09A, 09B1, 90 (2), 094 (9), 007, 008, 82, 01, 11, 943,  
35, 404, 41, 413, 43 (3), 44, 511, 513, 52, 553, 61, 62, 64  
and 098 (6)

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