



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, D.C. 20350-2000

IN REPLY REFER TO
OPNAVINST 4700.38A
N431
11 JUL 2003

OPNAV INSTRUCTION 4700.38A

From: Chief of Naval Operations

Subj: BERTHING AND MESSING DURING CNO SCHEDULED MAINTENANCE
AVAILABILITIES

Ref: (a) OPNAVINST 9640.1A
(b) OPNAVINST 4780.6D
(c) NAVSO P-1000, 075159

1. **Purpose.** To set forth policy for maintaining Quality of Life (QOL) standards for berthing and messing of crews on ships or submarines undergoing CNO maintenance availabilities.

2. **Cancellation.** OPNAVINST 4700.38.

3. **Discussion**

a. The scope of work during scheduled Chief of Naval Operations (CNO) maintenance availabilities may render a ship uninhabitable. Ships deemed uninhabitable lose the ability to berth and mess the crew and are no longer able to provide adequate training and administrative facilities to support various shipboard functions. Once a ship becomes uninhabitable, these functions must be carried out using alternative methods.

b. Quality of Life (QOL) standards must be maintained for those crewmembers who normally berth aboard. Once a ship is declared uninhabitable, all crewmembers who berth on the ship must be relocated to suitable quarters. Suitable quarters can be government quarters, government-leased housing, or a duty crew barge. When a ship is declared uninhabitable, crewmembers requiring berthing ashore are defined as those members of the crew whose primary residence is on board the ship.

4. **Scope**. This instruction applies to all ships and submarines undergoing scheduled CNO maintenance availabilities, whether in public or private shipyards.

5. **Background**

a. The standards for berthing and messing of Sailors have changed dramatically to reflect a dedicated commitment to an increase in QOL. Recent initiatives direct that all Sailors will be provided with the means to obtain housing ashore by 2008. Commencing in 2006, all personnel in the pay grade of E-4 and above will be entitled to Basic Allowance for Housing (BAH). Based on the projected government quarters construction schedule, government quarters will have the capability to house all single personnel in pay grades E1-3 by 2008. This significant QOL initiative will greatly contribute to meeting the off-ship berthing requirement for housing shipboard Sailors when a ship is declared uninhabitable.

b. Duty crew barges are normally provided to ships undergoing scheduled CNO availabilities where the scope of the work renders the particular ship uninhabitable. These duty crew barges are designed to berth the duty section in close proximity to the ship. Additionally, the duty crew barges are able to mess the entire crew and provide training facilities and administrative spaces. Duty crew barges are not optimal for berthing the entire crew due to berthing constraints and will only be used in this manner as a last resort.

c. Currently, the average age of the duty crew barges is excessive and maintaining some of the older duty crew barges is no longer cost effective. Accordingly, older duty crew barges will be excessed commencing in 2006. Effective 2003, barge modernization programs for older duty crew barges have been cancelled. The combined effect of eliminating modernization programs and disposing of older duty crew barges will result in significant cost savings.

6. **Policy**. When a ship is declared uninhabitable, action must be taken to provide adequate off-ship berthing and messing to those crewmembers affected. Off-ship berthing and messing alternatives must be clearly identified to support all crewmembers. These alternatives must be identified during the planning phase process and no later than the Work Definition Conference (WDC).

a. The criteria for declaration of uninhabitable is defined as follows:

(1) Declaration will be based upon the judgment of the expected physical condition of the ship, guided by the shipboard habitability criteria stated in reference (a) and prevailing BUMED directives. Due consideration will be given to hotel services, berthing spaces, sanitary facilities, and food service spaces.

(2) Personnel safety will not be compromised.

(3) Ships may be wholly or partially uninhabitable during the availability. The scope and duration of the work that results in a ship being rendered uninhabitable must be clearly defined and reduced to as short a period as possible. A ship is not uninhabitable based solely on being in an industrial facility. A ship can be simultaneously habitable in some spaces and not habitable in others. Partial crew relocation may satisfy requirements vice total crew relocation.

b. Government quarters will normally be used to berth displaced Sailors when available and should be within a reasonable commute of the repair site. Busing will be provided for displaced Sailors to offset any inconvenience. The priority for off-ship berthing for a ship declared uninhabitable during ship availability is prioritized in the following order:

(1) Government quarters when available within a reasonable commute.

(2) Contractor-provided or Navy-leased quarters comparable to government accommodations outside of the Controlled Industrial Area (CIA). Leased quarters may be used when Government Quarters are not available. Lodging accommodations may be contracted for personnel deprived of quarters on board ship, regardless of whether such personnel are entitled to BAH.

(3) Other quarters not included in paragraph 6b(1) or 6b(2), must meet the criteria of title 10 USC 7572.

(4) Duty crew barges for the berthing of the entire crew will be considered only as a last resort.

c. Funding responsibilities for berthing requirements, keyed to paragraph 6b are as follows:

(1) Government quarters standard service charges, contractor-provided quarters, or Navy-leased quarters will be funded by the Fleet Commander. The appropriate platform resource sponsor will program the necessary funding.

(2) The Fleet Commander is responsible for funding reimbursement for crew members authorized to obtain quarters under Title 10 USC 7572. The entire statute allows authorized crew members to be reimbursed for out of pocket expenses up to the BAH without dependents rate total. Reimbursement can only be authorized when quarters cannot be provided as specified in paragraph 6b(1) or 6b(2) or when it is less expensive than those options. The appropriate platform resource sponsor is responsible for programming the necessary funding.

(3) Funding requirements for duty crew barges will be the responsibility of the Fleet Commander.

d. Duty crew barges beyond economical repair will be surveyed in accordance with reference (b).

e. Within funding constraints, government quarters will be constructed to offset repetitive off ship requirements and in accordance with Homeport Ashore initiatives.

f. Duty crew barges will be utilized to primarily berth the ship's duty section when the ship is declared uninhabitable. Duty crew barges will have facilities necessary to mess the entire crew. Ships may elect to issue commuted rations (COMRATS) in lieu of operating the galley on the duty crew barge. Duty crew barges will also provide for administrative offices and training facilities.

g. Duty crew barges will be maintained in proper conditions and reflect current QOL standards. Deferred maintenance will be accomplished during barge availability periods in accordance with the current NAVSEA PMS 325 Barge Maintenance Plan. Fleet Commanders are responsible for implementing barge maintenance plans.

7. **Funding.** Budget policy and procedures for Berthing and Messing during scheduled CNO availabilities will be in accordance with reference (c).

8. **Action**

a. CNO (N42/N75/N76/N77/N78) will:

(1) Program funding to reimburse quarters obtained under Title 10 USC 7572 to include standard government quarters service charges.

(2) Program funding to support transportation requirements and contractor-provided or-leased quarters required for scheduled availabilities for applicable sponsored ships.

(3) Program resources to support all Shipbuilding and Conversion, Navy (SCN) projects which require berthing.

b. CNO (N43) will:

(1) Program funding to support Operational and Maintenance, Navy (O&MN) requirements with respect to barge maintenance and operations. Programming must ensure the backlog of deferred maintenance can be completed during normal scheduled barge availabilities.

(2) Review and evaluate the effectiveness of the program and recommend changes as necessary to fully support program objectives.

(3) Program funding to build additional high quality duty crew barges, if required, to meet long-term fleet requirements.

c. CNO (N46) will:

(1) Identify, validate, and prioritize requirements for the construction of additional government quarters. Within funding constraints, program funding to build quarters in support of this program and in conjunction with Sailor Ashore initiatives at Naval Stations where existing quarters are not sufficient to support the requirement.

d. Commander, Naval Sea Systems Command (COMNAVSEASYS COM) will:

(1) Develop contract specifications to be invoked when contractors are required to provide messing and berthing support during scheduled CNO availabilities.

(2) Define and establish an essential barge maintenance plan for all duty crew barge classes.

(3) Function as Ship Program Manager and Life Cycle Manager for duty crew barges.

e. Fleet Commanders will:

(1) Provide management and execution oversight of the program including budgeting, funding, administrative requirements, assignment, repair and overhaul of crafts.

(2) Maintain duty crew barges to support CNO maintenance strategy and sustain QOL for assigned Sailors.

(3) Provide detailed recommendations to CNO (N46) to support the disposal of those barges beyond economical repair.

(4) Develop accurate time frames during which a ship will be uninhabitable and provide adequate berthing for those Sailors's affected. Due consideration should be given to reduce the uninhabitable time frame to as short a period as possible. Fleet maintenance planners will be in close coordination with CNO and COMNAVSEASYSKOM to limit repetitive availabilities during which the ship will be uninhabitable.

(5) Ensure available government quarters located in the area of CNO availabilities are designated for use by the affected members of the ship's crew when the ship is declared uninhabitable. Displaced afloat Sailors will receive the highest priority for berthing in these facilities.

(6) Provide funding for busing services to and from the worksite for displaced Sailors now residing off-ship.

(7) Issue detailed procedures for determining the conditions for declaring the ship uninhabitable.

(8) Liaison with CNO and COMNAVSEASYSKOM to recommend changes to the maintenance requirements and periodicity for duty crew barges.

S/
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