



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

IN REPLY REFER TO
OPNAVINST 5230.23
OP-161
5 September 1989

OPNAV INSTRUCTION 5230.23

From: Chief of Naval Operations

Subj: NAVY MILITARY TRAINING INFORMATION MANAGEMENT STRATEGY
(NTIMS)

Ref: (a) ASN(FM) memo of 21 December 1987 (NOTAL)
(b) OPNAVINST 1500.51B
(c) OPNAVINST 5430.48C (NOTAL)
(d) OPNAVINST 5230.22

Encl: (1) NTIMS Organizational Structure
(2) Information Training Executive Board Mission and
Functions
(3) Working Group Mission and Functions

1. Purpose. To establish a management structure for the implementation of the Navy's Military Training Information Management Strategy (NTIMS), and to develop procedures for review of Navy-wide training information management issues by resource sponsors and manpower claimants.

2. Background. Over time the Navy has seen development of a decentralized collection of free-standing systems designed to collect data for a distributed structure of organizations involved with training. Policies and standards continue to be set by the activities administering those systems. Funding and management of those systems is accomplished by sponsors who have a vested interest in making those systems work for their own organizations. The resulting information systems therefore reflect the organization of their sponsors and primarily satisfy command level requirements. The Deputy Chief of Naval Operations (Manpower, Personnel and Training), OP-01, was tasked in reference (a) to develop a Navy-wide information support strategy for training systems.

3. Information Management Structure. Reference (b) provides an overall Navy Training Strategy. In support of that strategy, a separate management structure is necessary to achieve the increases in efficiency and effectiveness expected from centralized management of training information. This instruction supports reference (b) by establishing the information management structure shown in enclosure (1). This structure will facilitate the following information management goals and objectives:

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a. Short-Range Goals and Objectives

(1) Identify and prioritize immediate training information issues to become action items for near-term analysis and action.

(2) Provide technical and functional review of major manpower and personnel Information Resource Management (IRM) initiatives such as the Integrated Military Personnel Data Base (IMPDB) and the Total Force Manpower Management System (TFMMS).

(3) Provide direction for the development of a Navy Training Data Base (NTDB) system which will include a corporate training data base and the system necessary to collect the data and make it available to other systems that will use them. This direction will include, but not be limited to, designation of a Project Manager and development of a plan for funding NTDB.

b. Long-Range Goals and Objectives

(1) Develop a Navy-wide Training Information Systems Architecture on which to base future developments in a clearly focused, integrated and effective manner.

(2) Improve the management of Navy Training Data as a corporate asset.

(3) Develop a corporate database to support training managers.

(4) Improve interfaces and reduce redundancy between training information management systems. This effort will include interfaces between training information systems and manpower and personnel information systems.

4. Policy. OP-01 will, in coordination with Office of the Chief of Naval Operations (OPNAV) Principal Officials, Chief of Naval Education and Training (CNET), Naval Systems Commanders and Fleet Commanders, develop and carry out a Navy-wide information support strategy for training information management systems. OP-16 will develop and publish standards appropriate for training information management systems Navy-wide and represent OP-01 as the training IRM assessment sponsor. Resource Sponsors and Manpower Claimants will participate in this effort to minimize redundancy and improve the cost effectiveness of the Navy's training information resources.

5. **Roles & Responsibilities**

a. **CNO (OP-01)**. In addition to responsibilities delineated by reference (c), OP-01 will develop standards and provide support to Resource Sponsors, Manpower Claimants, Project Managers and Central Design Activities to ensure integration of total force training information requirements.

b. **Information Training Executive Board (ITEB)**. The ITEB is established to support the integrated management of the Navy's training information resources by providing functional input to OP-01. Specific responsibilities and membership of the ITEB are delineated in enclosure (2).

c. **Training Information Management Standards and Implementation Working Groups**. These Working Groups will consist of functional managers and Information Systems project managers, primarily representing selected Manpower Claimants, with extensive experience in operational training and the training management world. These groups will normally consist of two to four representatives from the organizations listed in enclosure (3) to address training information requirements, issues and items referred to the group, and issues the group may deem appropriate. The working group will provide a forum for training managers in different functional arenas to exchange development ideas and objectives with the end purpose of sharing information and recommending a course of action consistent with the goals and objectives of this instruction. Specific responsibilities are delineated in enclosure (3).

d. **Claimants**. Claimants will support these processes by providing representatives to these working groups and through input to the MPT Component Information Management Plan (CIMP) and Functional Sponsor Plan under reference (d).

e. **Resource Sponsors**. Resources Sponsors listed in enclosure (2) will provide representatives to the ITEB and will support programming for Navy-wide training information management initiatives coordinated by the ITEB.

f. **Other Commands and Activities**. Other commands and activities will participate as required.

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6. Report. The reporting requirement contained in paragraph B2 of enclosure (3) is exempt from reports control by SECNAVINST 5214.2B.



Deputy Chief of Staff for Operations
(Manpower, Personnel and Training)

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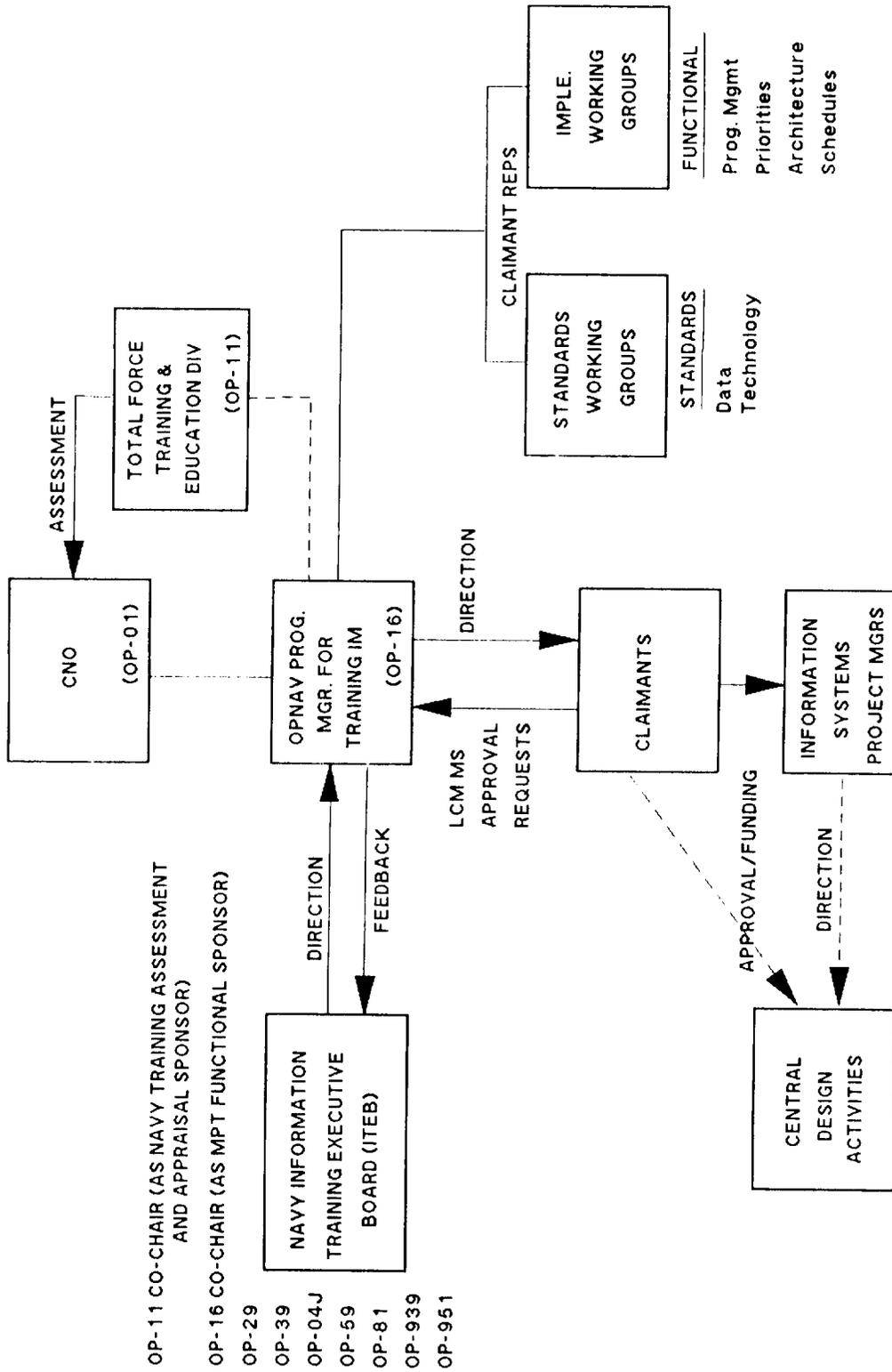
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NAVY TRAINING INFORMATION MANAGEMENT STRUCTURE



- OP-11 CO-CHAIR (AS NAVY TRAINING ASSESSMENT AND APPRAISAL SPONSOR)
- OP-16 CO-CHAIR (AS MPT FUNCTIONAL SPONSOR)
- OP-29
- OP-39
- OP-04J
- OP-59
- OP-81
- OP-939
- OP-951

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INFORMATION TRAINING EXECUTIVE BOARD (ITEB)

A. **Mission.** To review and recommend appropriate action concerning findings and recommendations of the Implementation and Standards Working Groups, validate requirements, establish training information support priorities, and provide direction pertaining to training information support initiatives.

B. **Functions.** The ITEB will perform the following functions:

1. Approve Functional Sponsor plans for training information support.
2. Establish priorities for the accomplishment of training information support objectives.
3. Refer training information support issues to a Training IRM Implementation Working Group for analysis when circumstances warrant.
4. Reconcile conflicting demands of functional managers.
5. Review training information systems budgets and POM issue papers generated to support training information systems budget issues as required. Review funding profiles for projects, systems or efforts involving more than one resource sponsor.
6. Develop input for submission to the Training CNO Executive Board (CEB) as required.
7. Review Component Information Management Plans (CIMPs) and provide training IRM input to the Functional Sponsor Plan.
8. Establish Implementation and Standards Working Groups to address issues in support of the ITEB. When the Board establishes a Working Group they will designate a leader for that Working Group.

C. **Membership.** OP-11 and OP-16 will co-chair the ITEB. Membership will consist of representatives of the following Chief of Naval Operations Resource Sponsors: OP-29, OP-39, OP-04J, OP-59, OP-81, OP-939, and OP-951. Other Resource Sponsors, Major Claimants, Commands, and activities will be invited to attend as appropriate.

Enclosure (2)

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D. Meetings.

1. Scheduling. Meetings of the ITEB will be convened by OP-16 when required, but at least twice annually. When practical, a meeting will be scheduled to precede the Training CEB so that sufficient time is available to program for and support that evolution.

2. Funding. Budgetary support for the operating expenses of the meeting will be the responsibility of the host. Travel funding will be the responsibility of the participating members' commands.

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WORKING GROUP MISSION AND FUNCTIONS -

A. Mission. The mission of the Working Groups is to validate training information support requirements, analyze functional integrity of proposed systems or management approaches, and support the Information Training Executive Board (ITEB) in its deliberations.

B. Functions

1. The ITEB Training Implementation Working Group will perform the following functions:

- a. Identify emerging training issues for consideration.
- b. Validate training information support requirements.
- c. Analyze training issues and determine impact on existing and developing initiatives.
- d. Serve as a forum for claimants to participate in developing training information support policy.
- e. Respond to the ITEB by providing functional and organizational inputs on issues as they emerge.
- f. Ensure functional integrity of plans and proposals, making recommendations to the ITEB for ultimate resolution.
- g. Monitor training-related developments to ensure that policy and guidance are being adhered to.

2. The ITEB Training Standards Working Group will perform the following functions:

- a. Review Navy information systems for compliance with Information Resource Management (IRM) Standards.
- b. Review existing technical and data standards for applicability to Navy training information systems. These will include, but not be limited to standard data elements, standard hardware, software, and telecommunications protocols.
- c. Identify/develop data and technical standards for use by Navy training systems by participating in the appropriate Department of Defense, Navy, or Manpower Personnel and Training (MPT) standards programs, when no standards are available but are required.

Enclosure (3)

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d. Monitor the implementation of applicable standards in Navy training information systems.

e. Report to the ITEB on the impact of use or non-use of applicable standards by Navy training information systems. Formulate recommendations toward development and approach taken by information systems initiatives based on their use or non-use of standards.

C. **Membership.** The ITEB will establish working groups as required and will normally assign from two to four representatives from the following list of claimants or subordinate commands.

<u>Claimant</u>	<u>Representation</u>
CNP	NMPC-4, 16
CINCLANTFLT	TRALANT
CINCPACFLT	TRAPAC
CINCUSNAVEUR	
CNET	CNTT, CNATRA, NETPMSA
NAVSEASYSKOM	
NAVAIRSYSKOM	
SPAWAR	
NAVSUPSYSKOM	
EPMAC	
CNRF	NRPC
OP-09BF	OP-11,12,13,16
NAVMEDKOM	HSETC

D. **Meetings**

1. **Scheduling.** Meetings of the working groups will be convened by the Working Group leader as required.

2. **Funding.** Budgetary support for the operating expenses of the meeting will be the responsibility of the host, designated by the Working Group leader. Travel funding will be the responsibility of the participating members' commands.