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

IN REPLY REFER TO

OPNAVINST 5420.107
N879
4 June 1993

OPNAV INSTRUCTION 5420.107

From: Chief of Naval Operations

Subj: SUBMARINE WARFARE RESERVE PLANNING BOARD (SWRPB)

Ref: (a) CNO ltr Ser 291/307522 of 1 Feb 79 (NOTAL)
(b) OPNAVINST 5420.92 of 22 Feb 84
(c) NAVOP 019/86 of 10 Feb 86

1. **Purpose.** To establish the Submarine Warfare Reserve Planning Board (SWRPB) composed of senior officers from key submarine force and reserve organizations for the purpose of assessing current and future Submarine Warfare Reserve Program readiness matters. The board will provide recommendations for planning and policy to enhance Submarine Warfare Force mobilization.

2. **Background.** References (a) and (b) established the SWRPB in response to a Type Commander/Fleet recommendation that was subsequently approved by the Chief of Naval Reserves (CNAVRES) and the Chief of Naval Operations (CNO). Reference (c) cancelled reference (b) stating that the instruction had served its purpose. The board continues to conduct annual meetings during which numerous recommendations regarding action items and policy decisions affecting the Submarine Warfare Reserve Program have been formulated and eventually implemented by the cognizant Fleet, CNAVRES, or Navy Commands. The SWRPB continues to be extremely useful in identifying, evaluating and resolving readiness issues affecting the Submarine Warfare Reserve Program. Therefore, this instruction formally reinstates this Board as the Submarine Warfare Reserve Planning Board.

3. **Functions.** The SWRPB shall:

a. Act as an advisory group to the Submarine Program Sponsor, Submarine Force Commanders and other commands as appropriate.

b. Assess procedures for validation of Submarine Warfare Reserve mobilization requirements, and recommend modifications as appropriate.

c. Analyze Submarine Warfare Reserve policy alternatives that will contribute to enhancement of overall submarine force readiness.



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- d. Assess long-term trends in Submarine Warfare Reserve capabilities against future fleet needs.
- e. Assess overall Submarine Warfare Reserve administration and management, and make recommendations that will enhance performance and/or reduce costs.
- f. Review and advise on Submarine Warfare Selected Reserve recruiting and retention.
- g. Promote active/reserve interface, and integrate active/reserve training.

4. Organization

- a. Sponsor: The Director, Submarine Warfare Division (N87) will sponsor the SWRPB.
- b. Chair: Head, Submarine Manpower and Training Division (N879) will chair the SWRPB.
- c. Executive Secretary: Commanding Officer, Naval Reserve Director Submarine Warfare N87 106.
- d. Members: The standing members are:

- Deputy Director, Submarine Warfare Reserve Affairs (N87R)
- Deputy Commander Submarine Force, U.S. Atlantic Fleet (SELRES)
- Deputy Commander Submarine Force, U.S. Pacific Fleet (SELRES)
- Head, Submarine Manpower (N879D)
- Commander, Undersea Surveillance, U.S. Atlantic Fleet (N33)
- Commander, Naval Surface Reserve Force (Code 361)
- Commanding Officer, Naval Reserve Director Submarine Warfare N87 106
- Commanding Officer, Naval Reserve, Commander Submarine Force, U.S. Atlantic Fleet Detachment 306
- Commanding Officer, Naval Reserve, Commander Submarine Force, U.S. Pacific Fleet Detachment 219
- Commander Submarine Force, U.S. Atlantic Fleet, Reserve Liaison Officer (N1R)
- Commander Submarine Force, U.S. Pacific Fleet, Reserve Liaison Officer (N123)
- Director, Reserve Surface Programs Management Division (N953)

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d. Additional Members

(1) Ad hoc membership will be composed of representatives from other CNO offices which have functional responsibilities for or cognizance over particular agenda items. Ad hoc members will be invited to participate at the discretion of the SWRPB chair.

(2) These additional representatives and invited representatives of other Navy commands may attend the meetings as needed and required by the selected agenda. While their recommendations may be solicited, they shall not be considered permanent or voting members of the Board regarding policy recommendations.

5. Administration

a. **Meetings.** The SWRPB will normally meet once a year, unless emergent requirements dictate a higher frequency. The meetings are normally held at the CNO offices in Washington, D.C. Minutes shall be prepared by the Executive Secretary.

b. **Agenda.** The designated Chair shall be responsible for soliciting agenda items and preparing and distributing a formal agenda at least 6 weeks prior to the conference.

c. **Action Items.** Members shall be assigned action responsibility and scheduled milestone dates for research/investigation of all SWRPB prospective recommendations. The Chair shall be responsible for maintaining a status of action for issuance of a periodic status report, and for updating previous agenda action items as a first item of business at each meeting of the SWRPB.

d. Board Recommendations

(1) All decisions and policy recommendations shall normally be obtained by consensus, unless the SWRPB elects to follow majority rule with regard to a selected agenda item or decision.

(2) Recommendations will be forwarded by the Chair via memorandum to the cognizant policy making command such as Submarine Program Sponsor, Submarine Force Commanders or other commands as appropriate.



T. D. RYAN
By direction

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