

DEPARTMENT OF THE NAVY
Office of the Chief of Naval Operations
Washington, D.C. 20350-2000

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OPNAVINST 5420.63C
OP-09RD
27 March 1986

OPNAV INSTRUCTION 5420.63C

From: Chief of Naval Operations
A) To: All Ships and Stations (less Marine Corps field addressees not having Navy personnel attached)

R) Subj: NATIONAL NAVAL RESERVE POLICY BOARD

Ref: (a) SECNAVINST 5420.170G (NOTAL)

A) Encl: (1) Flow of Actions on National Naval Reserve Policy Board Items

R) 1. Purpose. To prescribe policies and procedures to support the National Naval Reserve Policy Board (NNRPB).

2. Cancellation. OPNAV Instruction 5420.63B

3. Discussion

R) a. The NNRPB considers and makes recommendations to the Secretary of the Navy (SECNAV) on Reserve policy matters. Items for consideration by the NNRPB may be submitted, via the chain of command, by any Navy activity or individual members of the Navy and Naval Reserve. The annual report of the recommendations of the NNRPB and the associated actions of SECNAV are published through the Navy directives system. The flow of items from initial submission to completed action is depicted in enclosure (1).

R) b. The NNRPB is convened by the Assistant Secretary of the Navy (Manpower and Reserve Affairs) (ASN (M&RA)) for SECNAV in accordance with Title 10, United States Code, Section 5251. The Board meets in Washington, D.C., twice yearly: early in the calendar year for approximately 3 days, and in September for 2 weeks.

R) 4. Action. The Director of Naval Reserve (OP-09R) shall coordinate actions assigned to the Chief of Naval Operations (CNO) by reference (a). Specific actions to implement reference (a) are:

R) a. Deputy Chiefs of Naval Operations (DCNOs) and Directors of Major Staff Offices (DMSOs) will:

A) (1) As requested, review items submitted to the CNO by the Commander, Naval Reserve Force (COMNAVRESFOR) for NNRPB consideration. For each item, provide amplifying information in the form of "CNO Comments" and a "Recommended NNRPB Position." Provide such comments and recommendations to OP-09R by 15 July.

(2) After the NNRPB submits its report to CNO, review the report and provide to OP-09R a proposed "CNO Comment" and "CNO Recommended SECNAV Position" for each pertinent board recommendation. Provide proposed comments and recommendations to OP-09R no later than 30 days after the Board recesses. **(A)**

(3) On 1 February and 1 August provide to OP-09R an implementation status report of all pertinent NNRPB items approved by SECNAV which require further action. The report will include actions completed during the previous 6 months and the status of pending action. **(A)**

b. In addition to the action required by paragraph 4a, the Deputy Chief of Naval Operations (Manpower, Personnel and Training) (OP-01) shall provide to OP-09R, for submission to ASN (M&RA), three nominations for each appropriate vacancy on the NNRPB for active duty members from the OPNAV and Commander, Naval Military Personnel Command (COMNAVMIIPERSCOM) staffs. These nominations shall include a description of the individuals' present assignments and brief biographies. **(R)**

c. OP-09R will: **(R)**

(1) Submit nominations for membership on the NNRPB as requested by ASN (M&RA). Three nominations, together with biographies, promotional histories, and in the case of Inactive Ready Reserve Officers, Annual Qualification Questionnaires, are required for each vacancy. All Reserve nominees should have at least 3 years of Ready Reserve eligibility remaining. **(A)**

(2) Upon receipt of items for consideration by the NNRPB, review all items for appropriateness; take action as necessary on all administrative matters not involving policy; and, prior to 1 August, notify the originators of the actions taken. Request comments and recommendations on the remaining items from appropriate DCNOs and DMSOs. **(A)**

(3) Prior to 1 August, forward items for NNRPB consideration with comments and a recommended CNO position for each item to the ASN (M&RA) via the Vice Chief of Naval Operations (VCNO). **(A)**

(4) After CNO receipt of the report of the NNRPB, assign the individual report items to appropriate DCNOs and DMSOs for review. Consolidate all comments and recommendations and provide them to VCNO for review and forwarding, with the NNRPB report, to SECNAV via the ASN (M&RA). This action shall take place no later than 45 days after the Board recesses. **(A)**

(5) On 15 February and 15 August submit to ASN (M&RA) an implementation status report of all NNRPB **(A)**

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items approved by SECNAV which require further action. The report will include all actions completed during the previous 6 months and the status of pending action.

- R) d.** Commander, Naval Reserve Force shall:
 - A) (1)** Submit three nominations to OP-09R for each Selected Reserve (SELRES) vacancy on the NNRPB. The submission will include: current active duty assignment/civilian position and home address; residence and business telephone numbers; military assignments (active and inactive, including ACDUTRA); civic participation and brief biographies, as appropriate.
 - A) (2)** Solicit from all Navy and Naval Reserve activities, and from individual members both Regular and Reserve, items for consideration by the NNRPB.
 - A) (3)** Designate local Naval Reserve Policy Boards and prescribe membership composition. Solicit from those local boards issues for consideration by the COMNAVRESFOR Policy Board.
 - A) (4)** Convene, at least annually, a COMNAVRESFOR Policy Board for the purpose of recommending important matters of policy for consideration by the NNRPB.

(5) Submit all items to be considered by the NNRPB to OP-09R by 1 June. **(A)**

(6) Take appropriate action on all items concerning administrative matters not involving policy, or refer them to appropriate authority for action and notify the originators and OP-09R of action taken. **(A)**

(7) Issue status reports on the implementation of NNRPB items to local Naval Reserve Policy Boards as the information is received from CNO. **(A)**

e. COMNAVMILPERSCOM shall issue, upon the request of ASN (M&RA), Active Duty for Training (ACDUTRA) or temporary additional duty orders, as appropriate, to NNRPB members and administrative staff for duty in connection with the Board's annual sessions. The ACDUTRA costs are chargeable to the appropriation "Reserve Personnel, Navy" and may be in addition to annual active duty training. **(R)**

5. Report. Symbol OPNAV 5420-8 is assigned to the reporting requirement contained in paragraph 4c(5) and is approved for 3 years only from the date of this instruction. **(R)**

J. B. BUSEY
Vice Chief of Naval Operations

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FLOW OF ACTIONS ON NNRPB ITEMS

