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

IN REPLY REFER TO  
OPNAVINST 5440.74C  
OP-095  
03 APR 1989

OPNAV INSTRUCTION 5440.74C

From: Chief of Naval Operations

Subj: MISSION AND FUNCTIONS OF THE COMMANDER, NAVAL RESERVE FORCE  
(COMNAVRESFOR)

Encl: (1) Functions of Commander, Naval Reserve Force

1. Purpose. To update the mission and functions of COMNAVRESFOR.
2. Cancellation. OPNAVINST 5440.74B.
3. Mission. To train and administer the Selected Reserve, including management of all Naval Reserve resources to maintain the highest possible readiness and to perform such other functions as may be directed by the Chief of Naval Operations (CNO).

4. Status and Command Relationships. Under the command of CNO, COMNAVRESFOR commands the Naval Reserve Force which consists of the immediate staff of COMNAVRESFOR; Commander, Naval Air Reserve Force (COMNAVAIRESFOR); Commander, Naval Surface Reserve Force (COMNAVSURFRESFOR); Commander, Naval Reserve Recruiting Command (COMNAVRESCRUITCOM) and shore activities. COMNAVRESFOR (R reports directly to CNO with additional duty to and as prescribed by the Commander in Chief, U. S. Atlantic Fleet; Commander in Chief, U. S. Pacific Fleet; and Commander in Chief, U. S. Naval Forces, Europe.

a. Command:

(1) Echelon 1 - Chief of Naval Operations.

(2) Echelon 2 - Commander, Naval Reserve Force, New Orleans, LA.

b. Area Coordination:

(1) Commander, Naval Reserve Force, New Orleans, LA, Area Coordinator for mid-CONUS and Louisiana.

(2) Commander, Naval Reserve Force retains regional coordinator for Louisiana, Arkansas and Oklahoma.

5. Action. In accomplishing the assigned mission, COMNAVRESFOR will ensure performance of the functions in enclosure (1). Send recommended changes via the chain-of-command to CNO (OP-095).

G. C. WILEEM  
ASSISTANT VICE CHIEF OF NAVAL OPERATIONS  
(Acting)

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FUNCTIONS OF THE COMMANDER, NAVAL RESERVE FORCE

Functions. Under the Chief of Naval Operations, with additional duty to and as prescribed by the Commander in Chief, U. S. Atlantic Fleet; Commander in Chief, U. S. Pacific Fleet; Commander in Chief, U. S. Naval Forces, Europe; and with support of Commander, Naval Military Personnel Command; Chief of Naval Education and Training; Commander, Naval Medical Command; and other offices, bureaus, and field commands:

1. Manages, trains and administers the Naval Reserve Force following policies prescribed by the Chief of Naval Operations.
2. Monitors effectiveness of resources management, training, and administration of the Naval Reserve, directing corrective action to ensure that the responsiveness and mobilization readiness of the Naval Reserve meet the requirements prescribed by the Chief of Naval Operations.
3. Manages assigned resources and executes budgets as major claimant.
4. Supports the Chief of Naval Operations (OP-095) in overall planning, programming and budgeting, including formulation, review, and presentation of Naval Reserve strength plans, programs, and budgets.
5. Conducts necessary liaison with commands, bureaus, and offices to obtain resources required for readiness of the Naval Reserve to include the following:
  - a. Submits to appropriate training support agencies requirements for school quotas, training aids, training devices, and technical training equipment for timely insertion into the programming and budgeting system.
  - b. Plans, programs, and budgets for mobilization equipment, non-technical equipment, and logistic support equipment. Develops requirements, establishes priorities, allocates funds, and directs and/or oversees procurement of non-technical training equipment and logistic support equipment and material for designated Naval Reserve activities.
  - c. Directs and supervises the Shore Installations and Facilities Planning System for Naval Reserve, including formulation of Military Construction, Naval Reserve program.
  - d. Directs and supervises facilities management functions.

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e. Develops requirements for new and replacement aircraft and for all required spare parts, assemblies, aircraft handling equipment, and support facilities necessary for Naval Reserve readiness for insertion into the budgeting system.

f. Submits to appropriate information systems (IS) support agencies, requirements for hardware, software, programming, and systems integration for timely insertion into the planning, programming and budgeting system.

6. Recommends the establishment, disestablishment, and modification of active Naval Reserve activities to the Chief of Naval Operations (OP-09B) and, upon approval, effects the implementation.

7. Recommends the establishment, disestablishment, and modification of Selected Reserve programs and units of the Naval Reserve to the Chief of Naval Operations (OP-095) and, upon approval, effects the implementation.

8. As required by the Chief of Naval Operations, and following guidance issued by the Deputy Chief of Naval Operations (Manpower, Personnel and Training) (OP-01), plans for implementation of personnel processing procedures in the event of full or partial mobilization. Assists as required in the recall of assigned Naval Reserve units and individuals when activation is directed.

9. Manages the Naval Reserve Force to fulfill manpower requirements to authorized levels as prescribed by the Chief of Naval Operations (OP-095) to include the following:

a. Recruits and retains a Naval Reserve Recruiting Force to meet accession goals both non-prior service and prior service.

b. Performs community management functions addressing requirements for, and career opportunities in, specific skills.

c. Develops retention initiatives and provides management guidance to field activities.

d. Recruits and retains adequate Naval Reserve full-time active duty support personnel, and hires and retains adequate civilian support personnel.