

DEPARTMENT OF THE NAVY  
Office of the Secretary  
Washington, DC 20350-1000

SECNAVINST 5740.27  
OP-008  
31 August 1987

SECNAV INSTRUCTION 5740.27

From: Secretary of the Navy  
To: All Ships and Stations

Subj: RELEASE OF INFORMATION TO  
INSPECTOR GENERAL, DEPARTMENT  
OF DEFENSE

- Ref: (a) Inspector General Act of 1978,  
5 U.S.C. A. app. Sections 1-12  
(West Supp. 1987)  
(b) DOD Directive 5106.1, Subj:  
"Inspector General of the  
Department of Defense" of 14  
Mar 83 (NOTAL)  
(c) DOD Instruction 7050.3, Subj:  
"Access to Records and  
Information by the Inspector  
General, Department of Defense"  
of 9 Nov 84 (NOTAL)  
(d) SECNAVINST 5740.25A, Subj:  
"Relations with the Office of the  
Assistant Inspector General for  
Auditing"

1. **Purpose.** To formalize and issue Navy policy and assign responsibilities regarding Inspector General, Department of Defense (IG, DOD) access to Navy records.

2. **Policy.** To fully assist the IG, DOD, by providing expeditious and generally unrestricted access to records, reports, investigations, audits, reviews, documents, papers, recommendations, or other materials available within the Department of the Navy (DON), in accordance with references (a) through (c). DON policy on relations with IG, DOD, Assistant Inspector General for Auditing (AIG(A)) auditors, and their access to DON documents and information during surveys, reviews, and audits, is provided in reference (d). Questions on audit issues should be referred to the Comptroller of the Navy (NCB-53).

3. **Access**

a. Section F of reference (b) states that the following information may be withheld from IG, DOD, by the Secretary of Defense:

- (1) Sensitive operational plans.
- (2) Intelligence matters.
- (3) Counterintelligence matters.
- (4) Ongoing criminal investigations by other administrative units of DOD, related to national security.
- (5) Other matters, the disclosures of which would constitute a serious threat to national security.

b. Materials of a sensitive or classified nature, and/or of collateral relevance should be reviewed by DON officials before release.

4. **Action**

a. Full access to requested materials will normally be granted as soon as practical.

b. Commanding officers and officers in charge shall establish procedures to ensure that IG, DOD, or its designated agents receive access to records or information related to an authorized inspection or investigation as soon as practical.

c. Commanding officers and officers in charge, upon notification of an IG, DOD, inspection or investigation of their command involving actual or potential problems concerning the release of information, will:

(1) Immediately notify their chain of command and the office of the Naval Inspector General (NAVINSGEN) or Deputy Naval Inspector General for Marine Corps Matters (DNIGMC).

(2) Provide the name of a senior officer assigned to coordinate information access to IG, DOD, and NAVINSGEN, or DNIGMC, as appropriate.

(3) Before granting access, the designated officer will ensure IG, DOD, officials possess proper identification and security clearances. Access to the requested materials will not be granted until verified credentials and clearances are presented. NAVINSGEN or DNIGMC will assist by phone or other expeditious means in verifying identity.

(4) The designated officer shall examine all requests to determine if requested materials should be released or if NAVINSGEN, DNIGMC, or higher authority should be consulted due to the nature of the requested information. The designated officer shall seek guidance in circumstances described in paragraphs 3 and 4.

(5) The office of the NAVINSGEN or DNIGMC will be notified immediately if the above designated officer judges that requested materials fall into the categories in subparagraph 3a above, and:

(a) The materials described in paragraph 3a will not be released until NAVINSGEN or DNIGMC has been consulted.

(b) The consultation must be initiated immediately if there is a question of releasability. Refusal to release must be approved by the Secretary of Defense and reported to the appropriate Senate and House Committees no later than 30 days from the date of the refusal.

(6) Under no circumstances will an individual commander or activity head inform IG, DOD, that a request is denied while reviews or referrals described above are being processed. Instead, the IG, DOD, representative will be advised that the request for access has been referred for appropriate action.

**5. Report.** The requirement contained in paragraph 4c(5) is exempt from reports control by OPNAVINST 5214.7.

H. LAWRENCE GARRETT, III  
Under Secretary of the Navy

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