



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

IN REPLY REFER TO
OPNAVINST 7130.7B
OP-906
19 October 1987

OPNAV INSTRUCTION 7130.7B

From: Chief of Naval Operations

Subj: REVIEW AND IMPLEMENTATION OF CONGRESSIONAL ACTIONS ON
AUTHORIZATION AND APPROPRIATION ACTS AFFECTING DOD AND
RELATED CONGRESSIONAL REPORTS

Ref: (a) NAVCOMPTINST 7130.25D (NOTAL)

Encl: (1) Example of a Congressional Reporting Requirement

1. Purpose. To establish procedures for identifying and processing Congressional reporting requirements. (R)

2. Cancellation. OPNAVINST 7130.7A.

3. Discussion. The Congressional committee reports associated with the annual Department of Defense (DOD) Authorization and Appropriations Acts contain numerous reporting requirements, some very detailed, that include reports, studies, surveys, notifications, certifications, analyses, etc., on various high visibility programs. These requirements are known as Congressional reporting requirements and are submitted directly to the committees concerned. They are always formal and are forwarded under cover of a letter signed by the Secretary of the Navy (SECNAV) or his designee. See enclosure (1). (R)

4. Responsibilities. The Director, Navy Program Planning (OP-090) exercises overall supervision in the Office of the Chief of Naval Operations (OPNAV) for the preparation and submission of responses to these reporting requirements. The Head, Congressional and Policy Coordination Branch (OP-906), acting on behalf of OP-090, assigns responsibility and monitors the status of Congressional reporting requirements assigned to OPNAV by SECNAV. Program and appropriation sponsors will respond to OP-906 taskings to ensure the timely completion of reporting requirements. (R)

5. Procedures

a. Identification, Control, and Processing of Congressional Reporting Requirements

(1) The Assistant Secretary of Defense (Comptroller) (ASD(C)) provides a consolidated listing of reporting requirements to the SECNAV through the Navy Comptroller (NAVCOMPT). NAVCOMPT develops and forwards a listing of the requirements for which OPNAV has responsibility to OP-906. OP-906 will: (R)

19 OCT 1987

(a) Provide written tasking to program or appropriation sponsors for preparing responses to reporting requirements.

(b) Provide feedback in the form of a listing to NAVCOMPT of due dates (where applicable), name, office code, and telephone number of the point of contact for each requirement.

(c) Monitor within OPNAV the progress of each reporting requirement to ensure that due dates are met.

R) (d) Submit to OP-090 and all concerned offices a monthly report addressing the status of Congressional reporting requirements for which OPNAV has been assigned originator responsibility by SECNAV (through NAVCOMPT) and any DOD-originated reports on which OPNAV has been officially requested to comment.

(2) When responding to Congressional reporting requirements, sponsors will:

R) (a) Review listing of requirements as forwarded by OP-906, assign action within their organizations, and establish a tickler system to ensure requirements are submitted on time.

R) (b) For each reporting requirement, prepare a forwarding letter for SECNAV signature addressed to the appropriate committee/subcommittee chairmen. Reporting requirements submitted to the House and Senate Armed Services Committees must be addressed to the full committee chairmen; those submitted to the House and Senate Appropriations Committees must be addressed to the chairmen of the Defense Subcommittees.

(c) Coordinate the response within OPNAV and then forward it to OP-906. For example, a report on LAMPS MK-III may include aspects of the aircraft, the platform (ship), and some research and development initiatives. The originator should coordinate the response with OP-03, OP-05, and/or OP-098 as appropriate. OP-906 will forward to OP-090 and the Vice Chief of Naval Operations (VCNO) for chop.

(d) Ensure that all reviewing offices are afforded adequate time to consider the proposed response before it is due to Congress.

(e) Ensure that OP-906 is notified not later than the third of each month of the status of reporting requirements assigned to them for action.

(f) When a due date cannot be met, prepare an interim response for SECNAV's signature to the cognizant committee/subcommittee chairmen advising them of the status of the requirement and when completion is expected. The procedures

are the same for preparation and processing of interim and final reports. See paragraph 5.a.(2)(b) above. (R)

(g) Submit the final signature package to OP-906 for final coordination within OP-090 organization and the office of the VCNO.

(3) Upon receipt of the final signature package, OP-906 will:

(a) Review each package to ensure that committee requirements are satisfied.

(b) Ensure that chops are obtained from the Director, Navy Program Planning (OP-090) and the VCNO (OP-09). The VCNO is the final approving authority within OPNAV. After his review, the package is sent to SECNAV. (R)

(c) Monitor the progress of each requirement within the OPNAV chop process to ensure that it is completed as expeditiously as possible.

b. Congressional Action Items. OPNAVINST 7130.7A, which this instruction replaces, required that one-page action item statements be developed and submitted through OP-906 to the ASD(C). This requirement was deleted by ASD(C) memo of 23 July 1986 with the stipulation that sponsors should continue to conduct thorough reviews of Congressional reports to ensure that they are aware of all committee concerns and directions. (A)

6. Responsibility of Sponsors. While ASD(C), SECNAV (NAVCOMPT), and OP-906 all conduct independent reviews of Congressional reporting requirements, each sponsor must follow the legislative process and is ultimately responsible for ensuring that all Congressional requirements are met. (R)

7. Timeliness of Actions. The Congressional budget process is lengthy and complex. The Congressional committees mandate numerous reporting requirements that may vary dramatically from year to year. Aggressive monitoring, early preparation, and systematic follow up are all essential to ensure reports are submitted on time and properly support the Navy budget. OP-906 will assist the sponsors in meeting suspense dates. If they judge it essential, sponsors may take timely action to meet their congressional reporting requirements directly, keeping OP-906, OP-090, and the VCNO/CNO advised of such actions. (R)



WM. D. SMITH
Director
Navy Program Planning

OPNAVINST 7130.7B

19 OCT 1987

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19 OCT 1987

EXAMPLE OF A CONGRESSIONAL REPORT REQUIREMENT

FY-87 AUTHORIZATION CONFERENCE REPORT NO. 99-1001

14 OCTOBER 1986

SEC. 1332. SUBMARINE OVERHAUL STUDY

(a) STUDY.—The Secretary of the Navy shall conduct a detailed study and investigation on the desirability and feasibility of applying production line techniques for the overhaul of Los Angeles-class submarines.

(b) REPORT.—Not later than May 1, 1987, the Secretary shall submit to Congress a report on the results of such study and investigation, together with such comments and recommendations as the Secretary considers appropriate.

Enclosure (1)

OPNAVINST 7130.7B

19 OCT 1987

SECRETARY OF THE NAVY LETTERHEAD
OR OFFICE OF THE SECRETARY LETTERHEAD

The Honorable Sam Nunn
Chairman, Committee on Armed Services
United States Senate
Washington, DC 20510

Dear Mr. Chairman:

The FY-87 DOD Appropriation Bill requested a study of the feasibility of applying production line techniques for the overhaul of Los Angeles class submarine.

We have enclosed our study which concludes that production line concepts are possible in some portions of the overhaul process. Where economically justified, these initiatives are being implemented. The remaining issues are still under study.

A similar letter has been sent to Chairmen Stennis, Chappell, and Aspin.

Sincerely,

Enclosure (1)