



DEPARTMENT OF THE NAVY
OFFICE OF THE SECRETARY
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

SECNAVINST 5430.7T
DON/AA
09 Sep 2024

SECNAV INSTRUCTION 5430.7T

From: Secretary of the Navy

Subj: ASSIGNMENT OF RESPONSIBILITIES AND AUTHORITIES IN THE
OFFICE OF THE SECRETARY OF THE NAVY

Ref: (a) 10 U.S.C.
(b) U.S. Navy Regulations 1990
(c) SECNAVINST 5215.1F
(d) DoD Directive 5100.01 of 17 September 2020
(e) 14 U.S.C.
(f) E.O. 12879
(g) SECNAVINST 5402.8G
(h) Public Law 110-181

Encl: (1) Responsibilities and Authorities

1. Purpose. To publish responsibilities and authorities for the administration of the Department of the Navy (DON). This instruction has been substantially revised and should be reviewed in its entirety.

2. Cancellation. SECNAVINST 5430.7S.

3. Applicability. This instruction applies to the DON.

4. Policy. Pursuant to Subtitle C, Part I, of reference (a), as implemented by reference (b), the DON is organized under the Secretary of the Navy (SECNAV). Pursuant to sections 8014 and 8061 of reference (a), the DON is composed of:

a. The Office of the SECNAV, or Secretariat, which includes the Under Secretary of the Navy (UNSECNAV), civilian executive assistants, staff assistants, and such other offices and officials as may be established by law or as the SECNAV may establish or designate.

(1) The Office of the UNSECNAV includes Deputy Under Secretaries of the Navy (DUSN) for Intelligence and Security (DUSN (I&S)), Management (DUSN (M)), and Policy (DUSN (P)).

(2) The civilian executive assistants are (in alphabetical order):

(a) The Assistant Secretary of the Navy (Energy, Installations and Environment) (ASN (EI&E)).

(b) The Assistant Secretary of the Navy (Financial Management and Comptroller) (ASN (FM&C)).

(c) The Assistant Secretary of the Navy (Manpower and Reserve Affairs) (ASN (M&RA)).

(d) The Assistant Secretary of the Navy (Research, Development and Acquisition) (ASN (RD&A)).

(e) The General Counsel (GC) of the Navy.

(3) The staff assistants and Deputy Under Secretaries of the Navy (DUSN) are (in alphabetical order):

(a) The Auditor General (AUDGEN) of the Navy.

(b) The Chief of Information (CHINFO).

(c) The Chief of Legislative Affairs (CLA).

(d) The Chief of Naval Research (CNR).

(e) The DUSN (I&S).

(f) The DUSN (M).

(g) The DUSN (P).

(h) The Director of the DON Special Access Program Central Office (DON SAPCO).

(i) The Director of the Naval Criminal Investigative Service (NCIS).

(j) The Director of the Office of Small Business Programs (OSBP).

(k) The Director of the Office of Strategic Assessment (OSA).

(l) The Judge Advocate General (JAG) of the Navy.

(m) The Lead Special Trial Counsel (LSTC) of the Marine Corps.

(n) The LSTC of the Navy.

(o) The Naval Inspector General (Naval IG).

(p) The Principal Cyber Advisor (PCA).

(q) The Special Assistant to the SECNAV for Information Management and DON Chief Information Officer (SAIM/DON CIO).

b. The Office of the Chief of Naval Operations (OPNAV).

c. The Headquarters, United States Marine Corps (HQMC).

d. The entire operating forces.

e. All field activities, headquarters, forces, bases, installations, activities, and functions under the control of the SECNAV.

f. The United States Coast Guard when it is operating as a Service in the Navy.

5. Responsibilities. See enclosure (1).

6. Scope. Within the area of responsibility assigned in paragraphs 3 and 4 of enclosure (1) of this instruction, each civilian executive assistant is the principal civilian advisor and assistant to the SECNAV and UNSECNAV on the administration of the affairs of the DON. Each staff assistant is the principal advisor and assistant to the SECNAV and/or UNSECNAV, for their assigned duties, pursuant to paragraphs 3 and 5 of enclosure (1) of this instruction. In carrying out these

duties, the civilian executive assistants, staff assistants, and DUSNs also support the Chief of Naval Operations (CNO) and the Commandant of the Marine Corps (CMC) in the execution of their responsibilities, as prescribed in references (a) and (b).

a. CNO. The CNO is the principal Navy advisor and Navy executive to the SECNAV on the conduct of Navy activities in the DON. The CNO performs duties under the authority, direction, and control of the SECNAV and is directly responsible to the SECNAV except as otherwise prescribed by law.

b. CMC. The CMC is the principal Marine Corps advisor and Marine Corps executive to the SECNAV on the conduct of Marine Corps activities in the DON. The CMC performs duties under the authority, direction, and control of the SECNAV and is directly responsible to the SECNAV except as otherwise prescribed by law.

c. Commandant of the Coast Guard (COMDT COGARD). When the United States Coast Guard is operating as a Service in the Navy upon the declaration of war or when directed by the President, the COMDT COGARD performs duties under the authority, direction, and control of the SECNAV and is directly responsible to the SECNAV except as otherwise prescribed by law.

7. Governance. The SECNAV assigns responsibilities and authorities for areas essential to the efficient administration of the DON to and among the UNSECNAV, civilian executive assistants, staff assistants, and DUSNs in enclosure (1) of this instruction. The SECNAV retains control of these and related policy matters, including the establishment and signature of fundamental policies and the issuance of such orders and directives as necessary, pursuant to reference (c). All other SECNAV directives or other documents assigning responsibilities or authorities within the Secretariat that are not addressed herein, and that are inconsistent with this instruction, are hereby rescinded.

8. Delegation of Authority. The SECNAV is frequently assigned additional authorities and responsibilities through public laws, Department of Defense (DoD) issuances, written memoranda, or less formal assignments. Regardless of origin, the details of each assignment shall be captured in writing, and the SECNAV may delegate these additional authorities and responsibilities not

already assigned to a civilian executive assistant, staff assistant, or DUSN in writing to the appropriate level in the DON.

a. The publication of a SECNAV directive as described in reference (c) may be necessary to execute these delegations of authority. SECNAV directives often include a delegation of authority or assignment of responsibility. Directives as described in reference (c) may continue to provide written guidance on selected authorities and responsibilities.

b. Additional delegations shall be made in writing signed by the SECNAV, UNSECNAV, CNO, CMC, or cognizant civilian executive assistant, staff assistant, or DUSN, coordinated with the appropriate legal office, and a copy of the written delegation shall be forwarded to the SECNAV's Administrative Office for retention.

9. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned according to the records disposition schedules found on the Directives and Records Management Division (DRMD) portal page:
<https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/SitePages/Home.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact your local Records Manager or the DRMD program office.



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Distribution:

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<https://www.secnav.navy.mil/doni/default.aspx>

RESPONSIBILITIES AND AUTHORITIES

1. SECNAV. Section 8013 of reference (a) and reference (d) outline the responsibilities of the SECNAV to the Secretary of Defense (SECDEF) and those responsibilities within the DON for its functioning and efficiency. Section 8013a of reference (a), section 103 of reference (e), and reference (d) outline the responsibilities of the SECNAV to the SECDEF when the United States Coast Guard is operating as a Service in the Navy. Section 8014 of reference (a), as well as other applicable laws and regulations, identifies specific assignments of authority and responsibility. In the event of the death, permanent disability, or resignation of the SECNAV, references (f) and (g) determine succession. In the event the President revokes reference (f), section 8017 of reference (a) determines succession.

2. UNSECNAV. The UNSECNAV is designated as the deputy and principal assistant to the SECNAV and acts with full authority of the SECNAV in managing the DON. The UNSECNAV serves as the Chief Operating Officer of the Department. The UNSECNAV shall promptly and fully inform the SECNAV regarding any action which the UNSECNAV has taken involving or affecting the DON, as well as significant matters involving or affecting the DON. Pursuant to section 904(b) of reference (h), the UNSECNAV is also the Department's Chief Management Officer (CMO). Additionally, the UNSECNAV oversees DON national security matters including, but not limited to, intelligence activities, intelligence policy, intelligence-related activities, counterintelligence (CI), special operations and irregular warfare, special access programs, critical infrastructure, sensitive activities, security, insider threat, and implementation and integration of National Defense Strategy policy objectives. The UNSECNAV shall also prioritize, integrate, and oversee the defense, foreign, and security cooperation policies; strategic plans; and international engagements within the DON. The UNSECNAV will be supported by DUSNs and staff assistants in performing duties including, but not limited to, the duties of the CMO and carrying out the policy; intelligence and security; and management functions.

3. Civilian Executive Assistants, Staff Assistants, and DUSNs: General Responsibilities. The civilian executive assistants, staff assistants, and DUSNs are authorized and directed to act

for the SECNAV and the UNSECNAV within their currently assigned areas of responsibility and to supervise all functions and activities internal to their offices and assigned field activities, if any. The SECNAV shall delegate any additional authorities and responsibilities assigned in writing. The civilian executive assistants, staff assistants, and DUSNs are ultimately responsible to the SECNAV and the UNSECNAV for the use of resources and the functioning and efficiency of all activities under their supervision or control. This instruction delegates to the civilian executive assistants, staff assistants, and DUSNs only those duties and authorities that by law the SECNAV can properly delegate. Under the direction, authority, and control of the SECNAV and the UNSECNAV, each civilian executive assistant, staff assistant, and DUSN, within their assigned area of responsibility, shall:

- a. Perform the functions required or authorized by law.
- b. Establish management policies, strategic direction, systems, procedures, and standards, and make decisions that are necessary for effective administration in their respective areas of responsibility.
- c. Review and evaluate actions regarding program development and execution.
- d. In accordance with reference (c), prepare directives concerning matters over which they exercise control or supervision for coordination among mandatory clearance officials and for signature by the SECNAV or UNSECNAV.
- e. Recommend fundamental policies, orders, or directives for issuance by the SECNAV, in executing the responsibilities described in paragraphs 1 and 2 of enclosure (1) of this instruction that are considered necessary for the effective administration of the DON and beyond the scope of their individual responsibilities.
- f. Organize and supervise the offices and organizations as assigned by the SECNAV and the UNSECNAV.
- g. Act as approving authority on behalf of the SECNAV in the DoD issuances coordination process.

h. Perform other duties as assigned by the SECNAV and the UNSECNAV.

i. Coordinate with appropriate offices within the DoD, DON, and other Federal agencies on matters of mutual concern.

j. Serve as Data Steward and Functional Sponsor as appropriate for areas within each respective portfolio including oversight of information technology (IT) systems in coordination with SAIM/DON CIO.

4. Civilian Executive Assistants. The civilian executive assistants are Presidentially appointed, Senate-confirmed officials established by section 8016 of reference (a). The civilian executive assistants are (in alphabetical order):

a. ASN (EI&E). The ASN (EI&E) is the principal advisor to the SECNAV on energy, climate, installations, and environment matters. The principal duty of the ASN (EI&E) shall be the overall supervision of energy, climate, installations, environment, and safety matters for the DON. The ASN (EI&E) establishes policies and procedures for, provides strategic direction to, and oversees all DON functions and programs involving Navy and Marine Corps installations and contingency bases, real estate, infrastructure (including critical infrastructure and facilities-related control systems), energy, resilience, environment, mission readiness, natural and cultural resources, compatibility and encroachment, safety and occupational health (SOH), and the use of enterprise systems, maps, and data to manage installations. A Principal Deputy will assist the ASN (EI&E) in the execution of these duties. The ASN (EI&E) shall:

(1) Liaise with the Under Secretary of Defense (USD) (Acquisition and Sustainment) (USD (A&S)), USD (Personnel and Readiness) (USD (P&R)), and Assistant Secretaries of Defense (ASDs), as appropriate and relevant to the ASN (EI&E) portfolio, in matters of mutual concern.

(2) Serve as the senior official responsible for representing and communicating DON positions to Congress on all energy, climate, installations, environment, and safety matters

delegated pursuant to this instruction or otherwise, in coordination with the Office of Legislative Affairs (OLA) and other DON stakeholders, as appropriate.

(3) Liaise with Federal agencies and non-Federal entities including State agencies, tribal governments, non-governmental organizations, institutes of higher education, and industry, as appropriate, to communicate DON positions or negotiate agreements related to ASN (EI&E) functions and programs.

(4) Coordinate with the ASN (RD&A), OPNAV, and HQMC, as appropriate, to ensure civil infrastructure (including critical infrastructure and facilities-related control systems), energy, resilience, environmental, SOH, water, and installation management considerations are addressed by materiel developers, integrated into acquisition program planning and documentation, including Research, Development, Test, and Evaluation (RDT&E) investment, and accounted for during milestone decision reviews.

(5) Coordinate with the ASN (FM&C), OPNAV, and HQMC, as appropriate, to ensure civil infrastructure (including critical infrastructure and facilities-related control systems), energy, climate, environmental, SOH, water, and installation requirements are integrated into planning, programming, and budgeting materials and decisions.

(6) Serve as the principal advisor to the SECNAV and UNSECNAV on climate matters, develop and maintain a climate strategy for the DON, and coordinate with the DON components, as appropriate, regarding these matters and implementation of the strategy.

(7) Serve as the DON's Chief Sustainability Officer, with responsibility for establishing and overseeing execution of sustainability goals and metrics across the DON and facilitating resource allocation to achieve such goals.

(8) Coordinate with civilian executive assistants, staff assistants, and DUSNs, as appropriate, with respect to matters related to mission assurance (MA) and the critical infrastructure of the DON.

(9) Exercise overall responsibility for real estate contracting actions executed by all DON components.

(10) Integrate with Navy and Marine Corps offices to enable assessment of current and future range requirements and capabilities, and identify and address land, sea, and air encroachment issues and mitigate shortfalls.

(11) Serve as principal advisor to the SECNAV and UNSECNAV on tribal matters.

(12) In coordination with the other civilian executive assistants, the CNO, and the CMC, as appropriate, oversee the commanders of all systems commands in all matters for which the ASN (EI&E) is principally responsible, including matters involving energy, climate, real estate, environment, military construction, facilities sustainment, restoration, and modernization, and safety.

(13) Establish programs, policies, and procedures, and oversee their execution and the implementation of DON authorities related to:

(a) Installation energy and resilience, which includes increasing reliability, resiliency, and efficiency to enhance mission effectiveness and improve operational flexibility, and addressing energy, climate, facility-related cyber controls, water security, natural infrastructure investments, nature-based carbon sequestration, and conservation to mitigate mission-related risks ashore.

(b) Operational energy as a strategic resource to improve reach, effectiveness, and mission capability of operational assets, through the use of renewable and alternative energy sources to reduce logistics support, incorporate energy-saving technologies and procedures in operations, and, as appropriate, increase use of alternative fuels in DON tactical platforms.

(c) Environmental protection, including environmental planning and associated decision documents, installation restoration, munitions response, pollution prevention, compliance, marine resources protection, ocean

policy, and natural and cultural resources conservation. Act as Natural Resources Trustee under pertinent laws.

(d) Acquisition, use, planning, accountability, management, and disposal of real property, Stewardship Land and Heritage Assets classified as real property, housing, and other facilities, including utility systems, roads, buildings, and other civil infrastructure.

(e) Construction, operation, management, maintenance, and repair of housing and other facilities, including utility systems, roads, buildings, and other civil infrastructure.

(f) Establishment and disestablishment of DON shore (field) activities and permanent homeport/station assignments except those temporary changes incident to the start or completion of maintenance availabilities of less than 18 months duration.

(g) Closures and realignments of DON real property assets (e.g., installations, bases, sites) under applicable laws, including disposition of personal property associated with such closures and realignments.

(h) Enhancement, in coordination with the ASN (M&RA), of the quality of life of military personnel and family members through the construction and sustainment of DON facilities and accompanying infrastructure and appropriate oversight of installation support operations.

(14) Approve large-scale, alternatively financed energy or infrastructure projects and energy savings programs.

(15) Serve as the DON Designated Agency Safety and Health Official, liaise with the Occupational Safety and Health Administration, and manage, oversee, and administer a comprehensive DON SOH program. The DON SOH program shall include policy and oversight for risk management, mishap prevention, operational and civilian safety, traffic and off-duty recreational safety, occupational health, emergency management, and fire and emergency services. The DON SOH program shall not include naval nuclear reactor and associated nuclear propulsion plant safety or DON contractor operations

where the contractor is directly responsible for complying with federal and state safety and health standards.

b. ASN (FM&C). The ASN (FM&C) is the SECNAV's principal financial advisor and is responsible for all matters relating to financial management and comptrollership within the DON. The ASN (FM&C) has sole responsibility for comptrollership within the Office of the SECNAV, OPNAV, and HQMC. No other office or entity may be established or designated therein to perform these responsibilities. A Principal Deputy will assist the ASN (FM&C) in the execution of these duties. The ASN (FM&C) shall:

(1) Liaise with the USD (Comptroller) (USD (C)) and with ASDs, as appropriate and relevant, in matters of mutual concern.

(2) Liaise with the Government Accountability Office (GAO), the Office of Management and Budget (OMB), and the Inspector General of the DoD (IG DoD) on financial matters.

(3) Liaise with the Defense Finance and Accounting Service and other organizations, as necessary, on matters relating to financial accounting, disbursing (finance), and related automated system support.

(4) Liaise with the congressional appropriations committees on all matters and with the OLA, the congressional liaison offices of the SECDEF, and the other Military Departments for all appropriations matters.

(5) Oversee the Planning, Programming, Budgeting, and Execution (PPBE) System. In furtherance of this responsibility, the ASN (FM&C) shall perform all functions and responsibilities assigned by the SECNAV.

(6) Establish principles, policies, and procedures to supervise and direct the preparation of budget estimates.

(7) Exercise full responsibility for the oversight and approval of the design, implementation, and requirements management of financial management systems, and for elements related to financial management in systems that are designed for purposes other than financial management, including, but not limited to:

(a) Systems for cash management, credit management, Time/Attendance and Pay, and debt collection.

(b) Systems for the accounting for the quantity, location, and cost of property and inventory.

(8) Carry out the responsibilities delegated to the DON by the USD (C) in establishing and supervising the execution of principles, policies, and procedures to be followed in connection with organizational and administrative matters relating to:

(a) The preparation and execution of budgets.

(b) Fiscal, cost, operating, and capital property accounting.

(c) Progress and statistical reporting.

(d) The Financial Management Workforce.

(9) Establish policy and oversight for cost analysis and provide an independent capability to estimate life cycle costs of DON programs and maintain tools for such purposes, and for acquisition programs, chair Cost Review Boards.

(10) Guide, direct, and coordinate the education, training, and career development of DON financial management personnel.

(11) Select, promote, evaluate the performance of, and recommend the removal of comptrollers and deputy comptrollers of the DON's Budget Submitting Offices, with the coordination of the commanding officer or head of activity serving as the first line supervisor.

(12) Prepare and submit Departmental financial statements.

(13) Prepare Departmental statement of assurance for SECNAV/UNSECNAV submission to SECDEF.

(14) Lead DON efforts toward preparation for and execution of financial statement audits, and work with

accountable DON executives to ensure that audit deficiencies are corrected using sustainable solutions.

(15) Lead the DON Integrated Risk Management Program.

(16) Support the UNSECNAV in the establishment and implementation of measures to control and reduce costs.

(17) Be responsible for the Secretariat Comptroller Budget Submitting Office performing the functions of planning, programming, budget execution, and account for all resources in support of the Secretariat.

c. ASN (M&RA). The ASN (M&RA) is responsible for the overall supervision and oversight of manpower and reserve component affairs of the DON, including the development of programs and policy related to military personnel (active, reserve, and retired), their family members, and the civilian workforce; the tracking of the contractor workforce; and the oversight of Human Resources systems within the DON. A Principal Deputy will assist the ASN (M&RA) in the execution of these duties. The ASN (M&RA) shall:

(1) Liaise with the USD (P&R), the ASDs for Manpower and Reserve Affairs, Health Affairs, Readiness, and the Executive Director for Force Resiliency, and other USDs and ASDs, as appropriate and relevant, in matters of mutual concern.

(2) Develop, administer and manage all DON civilian career senior executive policies and programs, including, but not limited to: the Senior Executive Service, Senior Leaders, scientific and professional positions, highly qualified experts, and intelligence and national security senior executives.

(3) Serve as the Chief Diversity Officer and the Senior Advisor for Diversity, Equity, and Inclusion (DEI) for the DON.

(4) Serve as the Equal Employment Office (EEO) Director for the DON. Develop, administer, and evaluate all EEO programs and provide EEO office support services within the Secretariat.

(5) Develop, administer, and evaluate all civilian personnel management, including functional community and talent

management-related requirements with the exception of civilian attorneys under the cognizance of the GC.

(6) Provide oversight and direction on DON policies regarding the accession, recruitment, promotion, transition, development, compensation, and retention of active and reserve component personnel.

(7) Develop and oversee policies and programs designed to enhance personal and family readiness.

(8) Develop and oversee policies and programs to enhance the quality of life of DON military personnel and family members, including Non-Appropriated Fund (NAF) programs involving Morale, Welfare and Recreation, Military Resale, and NAF Common Support Functions; Dependent Education; Navy-Marine Corps Relief Society; Child and Youth Programs; and the Exceptional Family Member Program.

(9) In coordination with the Surgeon General of the Navy, provide oversight of the execution of DON medical and health programs, including manning of DON medical personnel within the military medical treatment facilities.

(10) Supervise the DON's substance abuse testing and drug demand reduction programs.

(11) Oversee policies and programs relating to Casualty Support Programs; Mortuary Affairs matters; and Prisoner of War (POW) and Missing in Action (MIA). Liaise with Service Casualty offices, the Defense POW/MIA Accounting Agency, and other organizations, as necessary for execution of associated policies.

(12) Develop and monitor execution of the DON's Human Capital and DEI strategies.

(13) Analyze the Total Force structure as related to workforce requirements, utilization, readiness, and support. Administer and implement controls over military and civilian personnel strengths and compositions for the DON. Establish and issue guidance for use by DON for determining the most appropriate and cost-efficient mix of military, civilian, and contractor personnel to perform the mission of the DON.

(14) Oversee and chair the Total Force Integration Board. Oversee the Total Force Data and IT System Governance Board. Advocate for resources required to efficiently and effectively implement DON-related policy across the DON enterprise pursuant to DoD policies. Oversee the implementation of Total Force Data Hub and analytics for manpower and personnel across all components of the workforce mix (military, civilian, and contractor services). Oversee the DON's Human Capital IT Portfolio, including that portfolio's business systems, IT application, and IT infrastructure in support of the Navy Military Personnel/Training and Education, the United States Marine Corps (USMC) Personnel, Training and Education, and civilian workforce that support Human Capital IT management. Oversee new capabilities, rationalization, and sustainment of human capital/human resources IT systems and applications in support of the DON mission.

(15) Conduct DON manpower policy and program analyses and research.

(16) Strengthen and promote the resiliency and readiness of the Total Force through the development of integrated policies, oversight, and synchronization of activities in the areas of personnel risk reduction and suicide prevention.

(17) Oversee the:

(a) Office of Force Resiliency (OFR). The OFR serves as the DON's source of subject matter expertise, primary advisor, and representative for matters throughout the DON related to command climate, integrated prevention and response for sexual assault and sexual harassment, and suicide prevention. This oversight shall be consistent with and shall not interfere with the authorities or responsibilities of the LSTC of the Marine Corps or the LSTC of the Navy. The OFR shall:

1. Advise and assist the DON on OFR requirements, programs, and related activities within the DON, Navy, and Marine Corps.

2. Formulate department-wide strategic plans, program objectives, policies, and standards to reduce the

incidence of sexual assaults and sexual harassment involving Sailors and Marines, to provide coordinated and compassionate support for victims of sexual assault and sexual harassment.

3. Liaise and act as DON primary point of contact with the Office of the Secretary of Defense (OSD), the Military Services and Departments, congressional committees, Federal agencies and offices, and other entities, as appropriate; serve as the primary point of contact for OSD in requests for summary information and statistical data; and conduct research, pilot projects, statistical assessments, and other inquiries to improve training and identify best practices and state-of-the-art approaches in matters pertaining to prevention and response for sexual assault, sexual harassment, child abuse and neglect, domestic abuse, integrated prevention, and suicide prevention.

4. Coordinate periodic meetings and other DON forums in support of the OFR response efforts, including the DoD's Independent Review Commission on Sexual Assault in the Military, Suicide Prevention and Response, On-Site Installation Evaluations, Command Climate Assessments, and other related efforts.

(b) SECNAV Council of Review Boards (the Naval Discharge Review Board, Naval Clemency and Parole Board, Naval Physical Evaluation Board, Combat-Related Special Compensation Board, Traumatic Service Members Group Life Insurance Appeals Navy Department, Board of Decorations and Medals, and Personnel Security Appeals Board).

(c) Board for Correction of Naval Records.

(d) National Navy Reserve Policy Board.

(e) Marine Corps Reserve Policy Board.

(f) Secretary of the Navy Retiree Council.

(g) Fisher House Program Board of Directors.

(18) Develop and implement programs for leadership, equal opportunity, gender integration, diversity, inclusion,

functional community management (except those pertaining to civilian attorneys under the cognizance of the GC), and related issues.

(19) Conduct secretarial review of the general court-martial convening authority's action on "complaints of wrong" against commanding officers or other superiors, under article 138 of the Uniform Code of Military Justice, or reference (b).

(20) Serve as principal advisor to the SECNAV and the UNSECNAV on all matters related to the DON's Naval Education Enterprise (NEE).

(a) Oversee the Naval University System (NUS), comprising the U.S. Naval Academy, U.S. Naval War College, Naval Postgraduate School, Marine Corps University, U.S. Naval Community College and the NEE, comprising the NUS, Junior and Senior Naval Reserve Officers Training Corps, DON executive fellowship programs, Voluntary Education/Tuition Assistance programs, Flag and General Officer Education Programs, Graduate Education Programs, Scholarships and any future educational components established by the DON.

(b) As the DON's Education Executive, oversee all DON education matters, such as education strategy, policy, boards, management of degree granting institutions, curricula, and program coordination and integration.

(c) Manage the NEE governance structure and exercise decision authority on matters designated by the SECNAV.

(d) Represent the SECNAV during the budget formulation process for all educational matters.

(e) Review all proposed language for use in officer promotion and command selection precepts that indicate desired educational performance and levels of minimum achievement required and provide specific instructions to consider learning as an indicator of leadership potential.

d. ASN (RD&A). The ASN (RD&A) has overall responsibility within the Office of the SECNAV, OPNAV, and HQMC for the acquisition function, except for the determination of military

requirements and the operational test and evaluation of military capabilities. No other office or entity may be established or designated therein to perform this responsibility. Two Principal Deputies, one military and one civilian, will assist the ASN (RD&A) in the execution of these duties. The ASN (RD&A) shall:

(1) Liaise with the USD (Research and Engineering), USD (A&S), and ASDs, as appropriate and relevant, in matters of mutual concern.

(2) Serve as the DON service acquisition executive with responsibility and accountable authority for the management of the defense acquisition system within the DON and represent the DON with the USD (A&S) and Congress on all matters related to acquisition policy, programs, and workforce stewardship and advocacy.

(3) Serve as the DON senior procurement executive and perform the functions of that position as established by law, executive order, and regulation.

(4) Establish policy and procedures and be responsible for overall supervision of research, development, acquisition, and sustainment (including maintenance) matters of the DON consistent with reference (a).

(5) Ensure that the CNO or CMC, as appropriate, concurs with the cost, schedule, technical feasibility, and performance trade-offs made with regard to a major defense acquisition program consistent with reference (a).

(6) Recommend acquisition decisions (such as milestone decisions) on Acquisition Category (ACAT) ID programs and other programs or services acquisitions for which the USD (A&S) retains decision authority within the DoD Adaptive Acquisition Framework. Serve as the acquisition decision authority for ACAT IB and IC programs and serve as or designate the DON acquisition decision authority for other programs or services acquisitions within the DoD Adaptive Acquisition Framework, as applicable.

(7) Establish policy, procedures, and oversight concerning competition, product integrity, viability of the

Defense Industrial Base (DIB) (including foreign investment), and, in coordination with the GC of the Navy, procurement integrity and accountability.

(8) Establish and appoint membership of the Navy Contract Adjustment Board.

(9) In coordination with the DUSN (P) and DUSN (I&S), provide oversight of the DON's international research, development, and acquisition efforts including:

(a) Security assistance programs.

(b) International cooperation acquisition programs.

(c) Technology transfer.

(d) Arms control agreement implementation and compliance.

(e) Protection of Critical Program Information via Navy, Marine Corps, NCIS, and other CI support to acquisitions.

(10) Approve Key Leadership Position designations and assignments for Program Executive Officers, Major Program Managers, and Direct Reporting Program Managers after coordinating with the CNO or the CMC, and the USD (A&S), as appropriate.

(11) Provide policy and oversight of those management and technical activities needed to ensure that integrated product support is established to support new systems and system upgrades to required levels of operational effectiveness and safety.

(12) Provide oversight for DON RDT&E investments and for conducting portfolio affordability analyses for acquisition programs.

(13) Establish policy and provide oversight for acquisition workforce management and career development. Communicate acquisition workforce strategy and associated plans to guide the acquisition workforce.

(14) Co-chair the Technology Transfer and Security Assistance Review Board and serve as the DON implementation and compliance manager for arms control agreements.

(15) Coordinate with CNR regarding Naval research conducted to develop military capabilities.

(16) Supervise the Director, Navy International Programs Office.

(17) Supervise the Program Executive Officers and Direct Reporting Program Managers.

(18) Supervise the commanders of all systems commands for acquisition matters.

(19) Grant approvals and make determinations regarding leases, sales, donations, transfers, or disposals of ships or other personal property, except for personal property at a base closed or realigned under base closure procedures.

(20) Grant approvals and make determinations regarding sales of government goods and services to private parties (for example, the DON performing work for private parties or generating partnering agreements with private parties).

(21) Ensure adequate policies are in place and provide oversight for property accountability and management within the DON for Inventory, Operating Materials and Supplies, General Equipment, and Government Furnished Property.

(22) Oversee the development of program office and systems command cost estimates in support of acquisition programs.

(23) In coordination with appropriate stakeholders, serve as the DON lead for matters pertaining to foreign investment affecting DON equities, including serving as the DON's lead for Committee on Foreign Investment in the United States matters and serving as the DON's interface with the Office of the SECDEF on such matters.

e. GC of the Navy. The GC of the Navy is the Chief Legal Officer of the DON and heads the Office of the General Counsel

(OGC). The GC maintains a close working relationship with the JAG and the Staff Judge Advocate (SJA) to the CMC on all matters of common interest. The legal opinions issued by the GC are the controlling legal opinions within the DON. The responsibilities assigned to the GC by this instruction do not affect determinations required by law to be made by the JAG or the SJA to the CMC. A Principal Deputy will assist the GC in the execution of these duties. The GC shall:

(1) Provide or supervise provision of legal advice and services to the SECNAV, the UNSECNAV, civilian executive assistants, staff assistants, and DUSNs on all matters affecting the DON.

(2) Provide or supervise provision of legal services in subordinate commands, organizations, and activities in the following areas: acquisition law, including international transactions, acquisition-related security cooperation matters, and acquisition integrity; arms control and international arms regulation; business and commercial law; real and personal property law; civilian and military personnel law; labor law; fiscal law; environmental law; occupational safety and health law; intellectual property law; intelligence and national security law; law pertaining to cyberspace; medical and health affairs law (including credentialing); education law; ethics and standards of conduct; and Freedom of Information Act (FOIA) and Privacy Act law. In coordination with the JAG and the SJA to the CMC, provide such other legal services as may be required to support the mission of the Navy and the Marine Corps, or the discharge of the GC's responsibilities as described in this instruction.

(3) Conduct litigation involving the areas enumerated above and oversee all litigation affecting the DON.

(4) Supervise attorneys within the OGC, including the authority to appoint, reassign, transfer, promote, evaluate the performance of, and remove attorneys in the OGC.

(5) Serve as the qualifying authority for all DON civilian attorneys, and exercise position classification and management authority.

(6) Serve as the Designated Agency Ethics Official for the DON.

(7) Liaise with the DoD and Military Department GCs in matters of mutual concern.

(8) Coordinate with the Department of Justice as appropriate.

(9) Oversee the DON Acquisition Integrity Program.

(10) Serve as the DON Dispute Resolution Specialist overseeing and managing the DON Alternative Dispute Resolution program, including establishing policies necessary to administer the program and providing legal advice and support necessary to comply with applicable laws and regulations.

(11) In coordination with the JAG and SJA to the CMC, provide or supervise legal advice and services with respect to legislation.

(12) Advise and assist the SECNAV and UNSECNAV regarding the oversight of the NCIS.

(13) In coordination with the JAG and SJA to the CMC, provide legal advice regarding national security law, international agreements, intelligence and intelligence-related activities, the law pertaining to cyberspace, special operations and irregular warfare, special access programs, and sensitive activities within the DON to help ensure that they are conducted in a legal manner.

(14) Advise and assist the SECNAV and UNSECNAV regarding the oversight of all DON intelligence activities (including foreign intelligence and CI), intelligence-related activities, special access programs, sensitive activities, and alternative compensatory control measures.

(15) Advise and assist the SECNAV in the oversight of all DON Law Enforcement (LE) and related investigative activities, including criminal and administrative investigations.

5. Staff Assistants and DUSNs. Staff assistants are established by reference (a), other laws, or the SECNAV. DUSNs are established by the SECNAV to support the UNSECNAV. Staff Assistants and DUSNs assist the SECNAV, the UNSECNAV, civilian executive assistants, OPNAV, and HQMC. They perform specific duties and responsibilities as the SECNAV and UNSECNAV assign or as required by law. The Staff Assistants and DUSNs are listed in alphabetical order.

a. AUDGEN. The AUDGEN is the senior audit official in the DON and the principal advisor to the SECNAV, the UNSECNAV, the CNO, and the CMC on all DON audit matters (excluding audits performed by independent public accounting firms for the DoD and DON full financial statement audits). The AUDGEN serves as the Director of the Naval Audit Service (NAVAUDSVC) and has sole responsibility for auditing within the DON in accordance with section 8014 of reference (a). No office or other entity may be established or designated within the Office of the SECNAV to conduct audit functions. To accomplish these functions, NAVAUDSVC personnel shall have unrestricted access, by any means, to any information maintained by any DON activity, related to accomplishing an announced audit objective when requested by an auditor with proper clearances, unless specifically restricted by the SECNAV or precluded by law, regulation, or policy. All DON personnel shall respond to any request or inquiry by the NAVAUDSVC as if made by the SECNAV. In accordance with section 8014(c)(5)(B) of reference (a), certain positions in the NAVAUDSVC may not be held by a member of the Armed Forces on active duty. The AUDGEN shall:

(1) Serve as the DON Audit Liaison responsible for coordinating and assisting on all audit matters with the GAO, DoD Office of the Inspector General (OIG), other Military Departments' audit activities, and external audit activities (excluding audits performed by independent public accounting firms for the DoD and DON full financial statement audits). As the DON audit liaison, the AUDGEN serves as the follow-up official, overseeing the DON's audit follow-up program, and ensures all documents are maintained reflecting formal written responses to draft and final reports, corrective action plans, and follow-ups to open recommendations, formal requests to close open recommendations, all evidence needed to support the closure

position, and the current status of recommendations to support the Good Accounting Obligation in Government Act annual report to Congress.

(2) Develop and implement the DON internal audit policies, programs, and procedures within the framework of generally accepted government auditing standards policy established by the GAO as implemented by the DoD OIG.

(3) Conduct internal audits in accordance with generally accepted government auditing standards within the DON.

(4) Participate in DoD-wide and Government-wide audit policy groups and DoD joint audit planning groups.

(5) Provide ongoing coordination opportunities for DON customers and stakeholders to identify and submit audit topics. Develop an annual DON audit plan and submit it to SECNAV for approval. The AUDGEN will consider audit topics identified out of the annual audit plan cycle on a case-by-case basis.

(6) Participate in the audit resolution process.

(7) Monitor and oversee auditors, audit positions, and audit services. The AUDGEN may approve NAF organizations to perform audit functions.

(8) Monitor and oversee audit services and audit positions provided under DON contracts (except for financial statement audit) to ensure contracted auditors comply with contract requirements, generally accepted government auditing standards, and DoD audit guidance.

(9) Provide audit support to the Office of the Naval IG (NAVINSGEN), NCIS, and Acquisition Integrity Office within the OGC.

(10) Coordinate audit matters in cooperation with DON officials, military service audit organizations (including performance of peer reviews), the DoD OIG, the GAO, and officials of other Federal agencies or other government officials having audit responsibilities.

b. CHINFO. The CHINFO manages the office of the CHINFO and is the direct representative for Public Affairs (PA) to the SECNAV. The CHINFO is responsible for coordinating, planning, implementing, and assessing the PA policies and programs of the Department. The CHINFO has an assistant for Marine Corps matters. No other office or entity may be established or designated within the Office of the SECNAV to perform these responsibilities. The CHINFO shall:

(1) Act as the principal spokesperson for the DON through PA interactions with all external audiences, including news media.

(2) Advise the SECNAV and CNO (the CHINFO assistant for Marine Corps matters advises CMC) on matters of PA policy; the public's understanding of the Navy and Marine Corps team; methods of information dissemination; means to increase public awareness; and PA aspects of operations, DON activities, and public events or incidents.

(3) Ensure sufficient policies exist to develop and effectively conduct internal and external communication activities in the DON.

(4) Provide or supervise the provision of all internal and external communication counsel to commanders and other heads of activities, communication processes, capabilities, systems, and other aspects related to communication throughout the DON. The CNO and the CMC will conduct their respective Services' internal and external communication programs and implement the SECNAV's PA policy and directives.

(5) Support performance of the PA function for the Marine Corps.

(6) Report as an additional duty to the CNO for support of the CNO responsibilities outlined above, and provide such staff support as the CNO considers necessary to perform those duties and responsibilities.

(7) Determine staffing requirements for the Office of the CHINFO, ensuring that the SECNAV, CNO, and CMC are provided support necessary to perform PA related duties and responsibilities. Within the Secretariat, the hiring of

communication professionals whose primary responsibilities are public communication or community relations, regardless of series, will be coordinated with CHINFO.

(8) Serve as the DON PA workforce community leader and develop PA workforce policies, plans, and guidance, in coordination with the ASN (M&RA), to ensure the DON has sufficiently trained personnel in PA competencies.

(9) Exercise command and control over all CHINFO field activities and subordinate commands.

(10) Maintain continuous and direct liaison with the DoD and other government agencies, in connection with the above matters.

c. CLA. The CLA is responsible for the OLA. The CLA has sole responsibility for legislative affairs within the Office of the SECNAV (except as it relates to appropriations committees or Congress' directions). No other office or entity may be established or designated within the Office of the SECNAV to perform these responsibilities. The CLA will work closely with the ASN (FM&C) Office of the Budget for Appropriations Matters (FMB-E) and USMC Legislative Affairs to ensure that the DON legislative team speaks in a unified, well-informed voice in communications with Congress. The CLA shall:

(1) Develop, coordinate, and process DON actions relating to proposed legislation, Executive Orders, and Presidential proclamations sponsored by or officially referred to the DON.

(2) Develop, coordinate, and process DON actions relating to congressional investigations and other pertinent matters affecting relations between Congress and the DON.

(3) Provide Members and Committees of Congress with information concerning the actions, plans, and programs of the DON, where appropriate.

(4) Monitor and evaluate congressional proceedings and other congressional actions affecting the DON and provide pertinent information to appropriate DoD officials and offices.

(5) Coordinate and make arrangements for the presentation of all DON matters before Congress.

(6) Process correspondence from Members of Congress in matters of personal interest involving their constituents.

(7) Coordinate delivery of classified and other sensitive information to Congress, per prescribed policies.

(8) Supervise arrangements for congressional travel undertaken as an official responsibility of the DON.

(9) Maintain continuous and direct liaison with Congress, the DoD, and other government agencies in connection with the above matters.

d. CNR. The CNR shall command the Office of Naval Research (ONR) and assigned shore activities. The CNR is the DON's Science and Technology (S&T) Executive, responsible for S&T management, policy, oversight, and the strategic direction of Naval S&T for the SECNAV. The CNR reports to SECNAV and is responsible to ASN (RD&A) in research, development, and acquisition-related matters under ASN (RD&A)'s primary responsibility pursuant to section 8016(b)(4) of reference (a) and paragraph 4e of this enclosure, working with the Deputy Assistant Secretary of the Navy for RDT&E. The CNR shall:

(1) Pursuant to reference (a), encourage, promote, plan, initiate, and coordinate naval research, including programs for which funds are provided in the basic research, applied research, and advanced technology budget activities of the DON RDT&E budget.

(2) Conduct naval research in augmentation of and in conjunction with the research and development conducted by other agencies and offices of the DON.

(3) Supervise, administer, and control activities within or for the DON relating to patents, inventions, trademarks, copyrights, and royalty payments, and matters connected therewith.

(4) Manage and execute programs for which funds are provided in the basic research, applied research, and advanced

technology budget activities of the DON RDT&E budget, in such a manner that will foster the transition of S&T to higher levels of RDT&E.

(5) Serve as the responsible office for the S&T budget activities within the RDT&E, Navy appropriation.

(6) Execute and administer contracts, grants, cooperative agreements, and other transactions for services and materials to conduct research or make or secure reports, tests, models, or apparatuses.

(7) Represent the DON on the Defense Science Board and administer and coordinate the efforts of the DON S&T Board.

(8) Provide policy direction and oversight to the Naval Research Laboratory.

(9) In coordination with the OSBP, manage the DON Small Business Innovation Research (SBIR) Program and Small Business Technology Transfer (STTR) Program.

(10) Direct, as technical manager, the Naval S&T Reserve Program.

(11) Manage the DON Domestic Technology Transfer Program. Cultivate collaboration between DON S&T communities and industry to promote collaborative efforts resulting in the transfer of military technology to the commercial sector.

(12) Manage and execute the DON Manufacturing Technology Program, collaborating with industry to improve manufacturing techniques and procedures tied to key components of naval systems, fostering improved quality and cost reduction.

(13) Manage the DON international S&T strategy by fostering cooperation in areas of mutual interest through ONR Global Offices and be responsible for S&T policy as it relates to Independent Research and Development within the DON.

(14) Manage the Naval Science, Technology, Engineering and Mathematics (STEM) Coordination Office and align service-wide STEM education and outreach efforts as the Naval STEM Executive.

(15) Manage the DON Historically Black Colleges and Universities/Minority Institutions Program.

(16) Manage and coordinate the DON Ocean S&T program.

(17) Manage and coordinate the efforts of NavalX.

e. DUSN (I&S). The DUSN (I&S) will serve as the principal civilian advisor to the UNSECNAV for intelligence and intelligence-related activities (except those reserved to other DON officials by applicable law or regulation), CI policy, special operations and irregular warfare, sensitive activities, security, and insider threat. In this capacity, the DUSN (I&S) shall:

(1) Liaise with the Office of USD (I&S), the Intelligence Community (IC), and the Defense Security Enterprise (SE) on DON intelligence and security matters.

(2) Support the SECNAV and UNSECNAV in LE policy matters.

(3) Oversee the DON's Military Intelligence Program and National Intelligence Programs to ensure prioritization, integration, and alignment with DON, DoD, and national strategic requirements and objectives.

(4) Oversee the DON enterprise-wide CI strategy, policy, programs, activities, and resources, and serve as chair of the DON CI Oversight Council.

(5) Oversee DON enterprise-wide Human Intelligence (HUMINT) policies and activities and serve as the DON oversight manager to DoD and the IC on all HUMINT matters.

(6) Oversee and lead the DON's integration, planning, and participation in defense sensitive support, sensitive

activities, and influence and deception activities. Oversee special operations, irregular warfare, and other sensitive functions, as determined by the SECNAV or UNSECNAV.

(7) Serve as the DON's Senior Official for Insider Threat.

(8) Serve as the Senior Agency Official for Security; oversee the policy, governance, direction, and coordination of the DON SE; and lead the DON SE Executive Committee.

(9) Serve as the DON MA Officer and the office of primary responsibility for DON MA and Critical Infrastructure Protection policy and guidance.

(10) In coordination with the ASN (RD&A), OPNAV, HQMC, CNR, and NCIS, identify, integrate, and synchronize technology and program protection activities to protect DON S&T and research, development, and acquisition efforts.

f. DUSN (M). The DUSN (M) serves as the principal advisor to the UNSECNAV, in support of the SECNAV, on all matters related to management and business operations spanning the DON's functions and organizations. The DUSN (M) provides the SECNAV and UNSECNAV with findings and policy recommendations that will contribute to greater agility, accountability, efficiencies, and effectiveness for the broad operations of the DON to include, but not limited to, DON administrative authorities, performance improvement measures and Secretariat IT support and delivery. The DUSN (M) shall:

(1) Serve as the Chief Performance Improvement Officer (CPIO) for the DON. The CPIO shall:

(a) Implement a Strategic Management Plan for the DON based on performance outcomes that drive informed decisions, in coordination with the DoD Office of the Director of Administration and Management.

(b) Implement and lead Enterprise Risk Management (ERM) on behalf of the CMO.

(c) Coordinate with the ASN (FM&C) to develop the DON-wide risk profile, align ERM activities with integrated risk management processes, and establish risk criteria for integration into the Program Objective Memorandum guidance.

(d) Serve as the chair of the DON Performance Improvement Council.

(2) Provide administrative, logistical, operational, and other customer support services as required for the efficient operation of the Office of the SECNAV through the DON Assistant for Administration (DON/AA), by working closely with the offices within the Secretariat, OPNAV, HQMC, and other officials, as required.

(3) Ensure delivery of IT support and services to the Secretariat through the Information Technology Department. Services include but may not be limited to IT help desk support, hardware/software/mobility support and refresh/ upgrade, shared file collaboration support, and system hosting/patching.

g. DUSN (P). The DUSN (P) will serve as the principal civilian advisor on defense and foreign policy; defense and naval strategy; security cooperation; naval force posture, including related international agreements and arrangements; policy implications of emerging naval capabilities and concepts; military readiness; and naval force design. In this capacity, the DUSN (P) shall:

(1) Formulate department-wide strategic plans, policies, standards, and program guidance in support of national security, national defense, and foreign policy objectives.

(2) Serve as the lead agent within the DON for the prioritization, integration, and oversight of defense, foreign, and security cooperation policies; strategic plans; and international engagements.

(3) Manage the planning phase of the PPBE process in coordination with the ASN (FM&C) to ensure national security strategy and foreign policy objectives are addressed throughout the process.

(4) Serve as the lead DON interface with the USD for Policy on all policy issues impacting the DON, including the coordination of the DON's input and position.

(5) Provide foreign and defense policy advice to and coordinate with the ASN (RD&A), the DON lead for international research, development, and acquisition efforts.

(6) Serve as the Senior DON Official for the Defense Attaché Service and DON Foreign Area Officer programs.

h. Director, DON SAPCO. The Director of the DON SAPCO is the senior official designated by the SECNAV responsible for the execution, management, oversight, administration, security, cybersecurity, and records management for all DoD special access programs executed by any entity in the DON. The Director of the DON SAPCO is the official point of contact within the DON for DoD special access programs.

i. Director, NCIS (DIRNCIS). The DIRNCIS is the Senior Official for criminal and CI investigations within the DON and is the principal civilian advisor to the SECNAV, the UNSECNAV, and the Secretariat for criminal, terrorism, and CI investigations and related operations. As the head of the DON's Military Department Counterintelligence Organization and Military Criminal Investigative Organization, DIRNCIS initiates, conducts, and directs criminal, CI, terrorism and related investigations and operations across all domains. DIRNCIS will work closely with the GC, DUSN (I&S), and other DON officials, as appropriate, on matters under the purview of NCIS. The DIRNCIS shall advise the SECNAV, UNSECNAV, CNO, and CMC on these matters in a timely manner. The DIRNCIS shall:

(1) Exercise sole authority to initiate, conduct and direct felony-level criminal, CI, terrorism, insider threat, and cyber related investigations involving the DON or supported DoD assets and personnel. Only the SECNAV may direct DIRNCIS to delay, suspend, or terminate an investigation, other than an investigation conducted at the request of the IG DoD.

(2) Cooperate with the IG DoD in connection with the performance of any duty or function by the IG DoD relating to LE investigative programs and work closely with the Naval IG on matters of mutual interest.

(3) Serve as the DoD executive agent to operate the terrorist screening and vetting management process; program manager for the DoD Catch a Serial Offender Program; and DON executive agent for all protective service matters.

(4) Operate the Multiple Threat Alert Center and the DoD Global Watch. Maintain an analytic capability to provide threat indications and warning intelligence analysis and dissemination of information on criminal, terrorist, and foreign intelligence-related activities, cyber incidents, and targeting of DON and DoD IT assets, personnel, and installations.

(5) Serve as the DON primary point of contact with federal, state, local, and foreign LE, intelligence, CI, and security agencies for criminal, CI, and terrorism investigations, operations, and associated matters falling within the exclusive jurisdiction of NCIS.

j. Director, OSBP. The Director of the OSBP is the principal advisor to the SECNAV and UNSECNAV for small business programs. In this capacity, the Director of the OSBP shall:

(1) Advise and assist the SECNAV and UNSECNAV on small business requirements, programs, and related activities within the DON.

(2) Evaluate and propose policy to ensure maximum practicable opportunity for small businesses of the DON industrial base to participate in DON procurement, while prioritizing the accomplishment of the DON mission.

(3) Collaborate with the SBIR/STTR Program Director to provide unity of purpose to the public in support of the OSBP mission.

(4) Advocate for resources required to efficiently and effectively implement DON-related small business policy across the enterprise per DoD policies.

k. Director, OSA. The Director of the OSA reports directly to the SECNAV and is responsible for providing independent assessments to assist the SECNAV in ensuring Navy and Marine Corps programs and processes are integrated and aligned to

SECNAV priorities and overarching DoD guidance, as well as inform future priorities and guidance. The Director of the OSA shall:

(1) Conduct timely, fact-based, and independent assessments in support of SECNAV priorities.

(2) Facilitate timely resolution of challenging issues and resource trade-off decisions.

(3) Assess integrated DON plans, programs, and policies against established relevant guidance.

(4) Liaise and coordinate with OPNAV, HQMC, DON, OSD, other Military Services, and other entities as appropriate and relevant, in matters of mutual concern.

(5) Provide the SECNAV with assessments and recommendations to inform decision-making, prioritization, and development of future guidance to promote a balanced total force that is ready to meet future operational requirements.

1. JAG. The JAG manages the Office of the JAG and is the Chief of the Judge Advocate General's Corps. The JAG maintains a close working relationship with the GC and SJA to the CMC on all matters of common interest. The responsibilities assigned to the JAG by this instruction do not affect determinations required by law to be made by the GC or SJA to the CMC. The JAG is the DoD representative for ocean policy affairs. The JAG shall:

(1) Exercise the responsibilities and perform the duties and functions required or authorized by law or regulation.

(2) Provide independent legal advice to the SECNAV or CNO consistent with section 8088(e) of reference (a) relating to legal matters arising in the DON assigned to the JAG by law or regulation.

(3) Supervise the provision of legal services in subordinate commands, organizations, and activities in the following areas: admiralty law, administrative law, civil law, claims, command authority, environmental law, FOIA and Privacy

Act, international law, investigations, legal assistance, litigation involving matters under JAG practice areas, military justice, and military personnel and disability law.

(4) In coordination with the GC and SJA to the CMC, provide or supervise legal advice concerning legislation.

(5) In coordination with the GC and SJA to the CMC, provide legal advice regarding national security law, international agreements, intelligence and intelligence-related activities, the law pertaining to cyberspace, special operations and irregular warfare, special access programs, and sensitive activities within the DON to help ensure that they are conducted in a legal manner.

(6) Be accountable to the SECNAV and CNO consistent with section 806 of reference (a) for ensuring readiness for all military justice entities, and as such, is responsible for addressing the manning and equipping requirements identified by the Commander, Naval Legal Service Command and the LSTC of the Navy.

m. LSTC, Marine Corps. The LSTC of the Marine Corps provides expert, specialized, independent, and ethical representation of the United States in the investigation and prosecution of covered offenses as prescribed by section 801(17) of reference (a), and other offenses over which the Office of the LSTC of the Marine Corps exercises authority pursuant to section 824a of reference (a). The LSTC of the Marine Corps reports directly to the SECNAV without intervening authority in accordance with section 1044f of reference (a) and performs those duties and responsibilities assigned by SECNAV.

n. LSTC, Navy. The LSTC of the Navy provides expert, specialized, independent, and ethical representation of the United States in the investigation and prosecution of covered offenses as prescribed by section 801(17) of reference (a), and other offenses over which the Office of the LSTC of the Navy exercises authority pursuant to section 824a of reference (a). The LSTC of the Navy reports directly to the SECNAV without intervening authority in accordance with section 1044f of reference (a) and performs those duties and responsibilities assigned by SECNAV.

o. Naval IG. The Naval IG is the senior investigative official in the DON and the principal advisor to the SECNAV, UNSECNAV, CNO, and CMC on all matters concerning IG functions, including, but not limited to, inspections and investigations. No other office or entity within the Office of the SECNAV may be established or designated to perform IG functions. To accomplish these functions, the Naval IG and NAVINSGEN personnel are authorized and will have access to all records (electronic or otherwise), reports, investigations, audits, reviews, documents, papers, recommendations, data, or other information or material available to or within any DON activity except as specifically restricted by the SECNAV. NAVINSGEN personnel shall possess the appropriate security clearance and access authorization when classified information is requested. NAVINSGEN personnel will maintain appropriate controls to protect classified and privileged information. All DON personnel shall respond to any request or inquiry under the authority of the Naval IG as if made by the SECNAV. The Naval IG shall:

(1) Issue DON policy and procedures for the conduct of inspections, investigations, and inquiries under the Naval IG's authority and ensure compliance therewith.

(2) Support performance of the IG function for the Marine Corps through the Deputy Naval Inspector General/Inspector General of the Marine Corps (DNIG/IGMC), a Marine Corps General Officer within the NAVINSGEN. The DNIG/IGMC is the senior investigative official within the Marine Corps and the principal Marine Corps advisor to the CMC on all matters concerning inspections and investigations. The DNIG/IGMC shall issue guidance and direct performance of the NAVINSGEN mission and functions as they apply to the Marine Corps. The DNIG/IGMC may communicate directly with the SECNAV concerning Marine Corps matters.

(3) Inspect, investigate, or inquire into any and all matters of importance to the DON.

(4) Exercise broad supervision, general guidance, and coordination for all DON inspection, evaluation, and oversight organizations to minimize duplication of efforts and the number of necessary inspections.

(5) Conduct a thorough analysis of information obtained through investigations, assessments, and inspections to identify areas of strengths and weaknesses in the DON that include, but are not limited to, matters of discipline, integrity, efficiency, safety, health and readiness, and provide appropriate recommendations for improvement.

(6) Access and analyze all relevant DON data through DON data governance processes and provide accurate, timely information for senior leaders on inspections, assessments, investigations, and inquiries.

(7) Serve as the DoD/DON Hotline Program and Military Whistleblower Protection Act manager, excluding acquisition-related fraud and contractor disclosure referrals falling under the cognizance of the GC.

(8) Cooperate with the DoD OIG.

(9) Perform and oversee inspections of intelligence activities, intelligence-related activities, special access programs, and other sensitive activities within the DON.

(10) Participate in oversight of intelligence activities, intelligence-related activities, special access programs, and other sensitive activities within the DON.

(11) Serve as the DON coordinator for investigation referrals from the Office of Special Counsel excluding Prohibited Personnel Practice referrals and other matters falling under the cognizance of the GC.

(12) Relationship with NCIS. The NCIS is primarily responsible for investigating actual, suspected, or alleged crimes within the DON. As a general rule, the Naval IG shall not conduct investigations that focus on individual criminal activity. Similarly, the NCIS shall refrain from conducting investigations concerning the effectiveness of command procedures for good order and discipline or the effectiveness with which command personnel have carried out their duties. If the DIRNCIS and the Naval IG disagree about which of the two agencies shall handle a particular investigation, the matter shall be referred to the SECNAV for decision.

p. PCA. In accordance with section 392a(c) of reference (a), the PCA is the principal advisor to the SECNAV on all cyber matters affecting the DON, is independent of the CIO, and shall not assume any other position within the DON. The PCA is responsible for advising senior leadership on the DON's cyberspace activities, implementing the DoD Cyber Strategy in the DON, and annually certifying the adequacy of the DON's cyberspace activities budget. The PCA shall:

(1) Evaluate, improve, and enforce a culture of cyber warfighting and accountability for cybersecurity and cyberspace operations, ensuring consistency of purpose and messaging across the Secretariat and the Services regarding cyberspace operations forces, cyber warfighting, and cyber career paths.

(2) Coordinate DON positions to Congress with the OLA, the SAIM/DON CIO, the Services, and other DON stakeholders, as appropriate, for matters related to cyber resiliency, cyber operations, and military cyber workforce matters.

(3) Oversee the recruitment, resourcing, and training of military cyberspace operations forces, assessment of these forces against standardized readiness metrics, and maintenance of these forces at standardized readiness levels.

(4) Oversee and coordinate the cybersecurity of DoD information systems, IT services, weapon systems, and critical infrastructure, including the incorporation of cybersecurity threat information as part of secure development processes, cybersecurity testing, and the mitigation of cyber risks with the SAIM/DON CIO.

(5) Lead the DON efforts for National and DoD-level strategic cybersecurity initiatives, including but not limited to, the Strategic Cybersecurity Program forum. In partnership with relevant DON stakeholders, minimize cyber risk to operationally deployed assets - including critical infrastructure, operational technology, and weapon systems.

(6) Develop, maintain, and implement the DON Cyber Strategy jointly with the SAIM/DON CIO. As part of this effort, establish a cyber-governance forum in the DON.

(7) Provide the SECNAV with analysis and recommendations on the sufficiency of DON cyberspace activities budget adequacy.

(8) Provide support, advice, and advocacy in the acquisition of offensive, defensive, and DoD Information Networks cyber capabilities for military cyberspace operations and those used by cybersecurity service providers, as well as cybersecurity and related supply chain risk management of the industrial base.

q. SAIM/DON CIO. The SAIM/DON CIO is the Department's senior official overseeing the Department's information systems and associated processes used to collect, secure, process, store, transmit, and manage information. The SAIM/DON CIO reports directly to the SECNAV on all matters related to Information Management (IM), IT (including National Security Systems and Defense Business Systems (DBS)), Information Resources Management (IRM), and Cybersecurity in accordance with applicable statutes. The SAIM/DON CIO and DON PCA coordinate cyber reporting responsibilities to the SECNAV on areas of mutual interest. The SAIM/DON CIO shall:

(1) Be responsible, in coordination with the Navy and Marine Corps Deputy CIOs, ASN (RD&A), and ASN (EI&E), for modernizing IT infrastructure, innovating and deploying new capabilities, and defending naval information wherever it resides.

(2) Serve as the DON lead and accountable official for matters that pertain to IM, IT, IRM, and Cybersecurity functions per statutory responsibilities.

(3) Provide strategic direction and oversight of the DON Records Management program.

(4) Serve as the Senior Component Official for Privacy, Civil Liberties and Freedom of Information, providing strategic direction to programs through advice, monitoring, official reporting, and training.

(5) Formulate Department-wide strategic guidance for IM. Develop and maintain the DON Cyber Strategy jointly with the DON PCA.

(6) Serve as the senior official and lead for IT portfolio management, IT Enterprise and Business Enterprise Architecture (BEA). Support Functional Sponsors and Acquisition leads in alignment to the BEA.

(7) Support the UNSECNAV in the execution of CMO duties by providing data, information, and analysis related to DBS.

(8) Supervise and provide oversight to the Chief Information Security Officer (CISO) who supports the SAIM/DON CIO. The CISO is designated as the DON Senior Information Security Officer and has a direct reporting relationship to the SECNAV for cyber readiness. As part of the SAIM/DON CIO Organization, the CISO shall:

(a) Provide final approval for the protection of information and systems through the DoD Risk Management Framework Authorization-To-Operate process.

(b) Provide oversight of incident management policies and procedures in accordance with OMB policies and National Institute of Standards and Technology guidelines that address incident detection, response and recovery.

(9) Be responsible for the cybersecurity oversight and appointment of Authorizing Officials, ensuring effective cyber risk management.

(10) Collaborate with the ASN (RD&A) and PCA on cybersecurity initiatives for the DIB.

(11) Develop and execute the DON IT General Control policies, and procedures to assess and address risk arising from the DON's IT environment in coordination with the ASN (FM&C), Functional Sponsors and system Senior Accountable Officials.

(12) Supervise and provide oversight to the DON CDAO who is responsible for all data activities in the DON in accordance with pertinent laws. As part of the SAIM/DON CIO organization, the CDAO shall:

(a) Serve as the senior advisor to the SECNAV and SAIM/DON CIO regarding data and data analytic issues.

(b) Provide oversight, in coordination with the Navy and Marine Corps, for all DON data and analysis requirements and capabilities.

(c) Serve as the DON's senior member of the Federal and DoD CDO Councils.

(d) Designate Data Stewards as required to implement the DoD Data Strategy.

(13) In coordination with the ASN (FM&C), lead the submission of the DON IT/Cyberspace Activities (IT/CA) budget for all DON IT/CA investments, including guidance, training, and review activities with Budget Submitting Offices.

(14) Jointly certify the DON IT/CA portion of the DON budget with the ASN (FM&C) as being adequate. If the budget is deemed inadequate, provide mitigation plans to the UNSECNAV. Submit, with the ASN (FM&C), the Joint Statement of Compliance to DoD CIO.

(15) Manage and oversee resources and services for designated IT and cyber activities in the Enterprise Information Environment Mission Area portfolio including resource sponsorship of the Naval Enterprise Network.

(16) Coordinate with Functional Sponsors and Functional Leads in both the Navy and Marine Corps to execute an integrated DON approach for IT systems within the Business Mission Area.

(17) Establish and enforce standards and policies, in coordination with the ASN (RD&A), governing the information environment and associated architectures.

(18) Provide strategic oversight and policy guidance for matters related to the electromagnetic spectrum (EMS) within the DON. Protect DON EMS at the national and international regulatory levels. Oversee the Spectrum Relocation Fund.

(19) Oversee planning and implementation of the DON Cyberspace Workforce Qualification and Management Program. Responsibilities include:

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(a) Coordinate with the ASN (M&RA), DON PCA, CNO, and CMC to ensure cyberspace workforce training is resourced and sustained.

(b) Serve as the Functional Community Manager for the DON Cyberspace Workforce, including serving as the DON's representative on the Cyber Workforce Management Board.

(20) Collaborate with ASN (EI&E) on initiatives related to critical infrastructure, facilities-related control systems, utilities, and other infrastructure matters that implicate information systems and associated processes.