



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

SECNAVINST 5000.38B  
DUSN(P)  
August 7, 2014

SECNAV INSTRUCTION 5000.38B

From: Secretary of the Navy

Subj: OVERSIGHT OF THE DEPARTMENT OF THE NAVY MILITARY  
INTELLIGENCE PROGRAM

Ref: (a) 10 U.S.C. §5013(c)(7)  
(b) DoD Directive 5205.12 of 14 November 2008  
(c) SECNAVINST 5430.7Q  
(d) SECNAVINST 5000.34E  
(e) DoD Financial Management Regulation 7000.14-R  
(f) Executive Order 12333, as amended

Encl: (1) Responsibilities

1. Purpose

a. To establish policy and procedures implementing oversight of the Department of the Navy (DON) Military Intelligence Program (MIP).

b. To establish responsibilities and procedures for the Service programmers and comptrollers, MIP component managers, and DON Budget Office in support of the Deputy Under Secretary of the Navy for Policy (DUSN(P)) in this role.

2. Cancellation. SECNAVINST 5000.38A.

3. Definitions

a. Program. A unique activity, development, acquisition, or procurement effort that is specifically identified in the Department of Defense (DoD) budget.

b. Project. A grouping of one or more programs, activities, technologies, sensors, platforms, or development efforts that provide a specific military intelligence capability to meet the warfighter operational and tactical requirements more effectively. MIP projects are listed in the Congressional Justification Book (CJB).

4. Applicability. This instruction governs all components of planning, programming, budgeting, and execution (PPBE) for the MIP within the U.S. Navy and U.S. Marine Corps. It provides methods for changing a MIP project or its budget, and requirements for external reporting of MIP-related information to the Office of the Secretary of Defense (OSD) and Under Secretary of Defense for Intelligence (USD(I)). This instruction applies to all MIP activities, personnel, supporting contractors, and consultants. Unless specifically directed by the Secretary of the Navy (SECNAV) or Under Secretary of the Navy (UNSECNAV), no MIP-designated activity within the DON shall be exempt from the requirements of the instruction, regardless of sensitivity, classification, or degree of access restriction.

a. References (a) and (b) assign responsibility for oversight of DON MIP to SECNAV. Reference (c) delegates responsibility for oversight of DON MIP from SECNAV to UNSECNAV. Reference (d) requires that the DUSN(P) support the UNSECNAV in the execution of this oversight responsibility. Service MIP activities and the DON Budget Office are responsible for supporting the overall DON MIP oversight effort.

b. The oversight of DON MIP by DUSN(P), DON Budget Office, and other participants is mutually cooperative. DUSN(P) exerts authority over the MIP to ensure that projects adhere to applicable strategy and are resourced properly. This authority is executed on behalf of the UNSECNAV and in coordination with Service MIP component managers. The DON Budget Office ensures that MIP projects are properly priced, budgeted, and executed through departmental PPBE processes. The DON Budget Office proposes, coordinates, and processes execution realignments when necessary. The DON Budget Office coordinates with budget submitting offices (BSO) and Service intelligence and programming staffs to ensure that the MIP is properly represented in departmental data, budgets, and submissions to higher authorities. This instruction further defines the interaction between the MIP participants.

#### 5. Policy

a. Carry out all MIP-related activities in strict conformity with the U.S. Constitution, applicable laws and references (a) through (f).

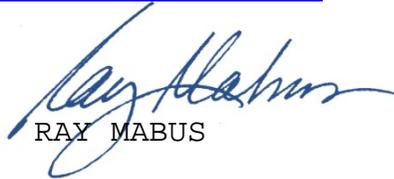
b. This instruction does not constitute authority for any DON component or person to initiate, conduct, or support MIP activities or MIP-related activities without prior approval by an appropriate official.

6. Responsibilities. See enclosure (1).

7. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per Secretary of the Navy (SECNAV) Manual 5210.1 of January 2012.

8. Forms and Report. The reporting requirement contained in this instruction is exempt from reports control by SECNAV Manual 5214.1, and requires no report control symbol. SECNAV 7000/1 DON Navy MIP Project Realignment Request is available for download from Naval Forms Online:

<https://navalforms.daps.dla.mil/web/public/home>.



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Distribution:

Electronic only, via Department of Navy Issuances Web site:

<https://doni.documentservices.dla.mil/default.aspx>

### **RESPONSIBILITIES**

1. DUSN(P) is responsible for overseeing the development of the DON MIP budget of the Navy and Marine Corps, and for approving changes to the MIP-designated resources during the year of execution.

a. DUSN(P) shall oversee the development of the DON MIP budget by the Navy and Marine Corps through:

(1) Requiring briefings from Service MIP component managers regarding the proposed MIP budget. These briefings occur at points during the PPBE cycle, including, but not limited to:

(a) After initial guidance is given to Service MIP component managers by the respective Service chief.

(b) After analysis is done by Navy resource sponsors and USMC Programs and Resources (P&R) personnel and Service MIP component managers have been briefed by their Service chiefs on MIP program proposals.

(c) After the Service Program Objectives Memorandum (POM) Brief to the CNO and Commandant of the Marine Corps (CMC) and the Program Budget Information System database is submitted to DON Budget Office.

(2) Providing guidance on proposed MIP programming changes to each MIP project during service program reports or briefings as required.

(3) Providing guidance to DON leadership upon submission of the POM to the DON Budget Office and during the course of the DON budget review.

(4) Representing DON equities on MIP projects with OSD and/or USD(I), as well as ensuring that the Service resource sponsor and Service MIP component manager are aware of DON decisions concerning the MIP.

b. DUSN(P) shall exercise approval authority for changes to MIP resources, including all appropriations during the year of execution, by:

(1) Authorizing any proposed realignment of resources within the MIP that exceed the reprogramming thresholds established in reference (e).

(2) Approving MIP below threshold reprogramming that results in changes exceeding \$1 million for a MIP project. Any reprogramming action less than \$1 million will be noted in the quarterly execution reviews submitted to DUSN(P).

(3) Receiving quarterly MIP budget execution review briefings to ensure efficient execution of Navy and Marine Corps MIP resources prior to the USD(I) execution review submission.

(4) Retaining disapproval authority for all requests.

2. The Senior Director for Intelligence (SD(I)) is responsible for assisting the DUSN(P) in MIP oversight and execution. SD(I) shall coordinate with appropriate DON staff elements during the POM, and with the office of the Assistant Secretary of the Navy (Financial Management and Comptroller) during the DON budget review and budget execution, to ensure MIP requirements are addressed following DoD and DON policies and priorities. SD(I) shall provide a working level representative to attend the USD(I) quarterly MIP execution reviews. The SD(I) representative shall also review MIP quarterly execution data and advise the DON Budget Office of any DUSN(P) concerns.

3. The Deputy Chief of Naval Operations for Information Dominance (DCNO N2/N6) and Director of Intelligence, Headquarters Marine Corps shall serve as the Service MIP component manager for the Navy and Marine Corps, respectively, and shall:

a. Prepare, review, and submit the MIP CJB and other MIP-related budget exhibits to the OSD Selective Native and Programming (SNaP) data collection system as directed in OSD programming and budget submission guidance.

b. Provide guidance to BSOs on the collection and submission of the MIP CJB and other related exhibits to the OSD SNaP database.

c. Provide testimony, attend hearings, and respond to Congressional Questions for the Record concerning the Navy and Marine Corps MIP.

(1) Congressional interactions on the Navy MIP shall be coordinated with the Navy Office of Legislative Affairs, the DON Budget Office, DUSN(P), other resource sponsors, and OSD as appropriate.

(2) Congressional interactions on the Marine Corps MIP shall be coordinated with the Marine Corps Office of Legislative Affairs, the DON Budget Office, DUSN(P), other resource sponsors, and OSD as appropriate.

c. Collect, review, and forward quarterly execution data and execution year resource changes to DUSN(P) following the thresholds provided in subparagraph 1.b.(1) and 1.b.(2) of this enclosure. Data shall be submitted no later than 14 days prior to the end of the quarter to allow sufficient time for action prior to the next USD(I) quarterly MIP review.

d. When required, review the status of projects that require reprogramming action and arrange MIP project briefings for the DUSN(P). For MIP project resource changes that do not meet the approval thresholds provided above, changes shall be consolidated and reported, or briefed as required, during the next quarterly update to the DUSN(P).

e. Communicate intelligence community concerns about MIP projects to DUSN (P) so as to enable the completion of appropriate action with USD(I) during the Component Senior MIP Manager Meeting.

f. Coordinate and review all MIP BSO execution data. When briefings are required, compile briefing materials for the DON Budget Office for review, approval, and pre-briefing prior to delivery to DUSN(P).

g. Initiate and/or coordinate reprogramming actions.

4. The Deputy Chief of Naval Operations for Integration of Capabilities and Resources (OPNAV N8) and the Deputy Commandant, Programs and Resources (USMC P&R) shall coordinate with the Service MIP component managers to ensure programmatic decisions, products, and databases align with DON MIP policies.

5. The DON Budget Office is assigned responsibility for:

a. Collecting, reviewing, and processing changes to MIP projects that have been approved by DUSN(P). For research, development, and test and evaluation reprogramming, the DON Budget Office should inform the Deputy Assistant Secretary of the Navy, Management and Budget prior to final processing.

b. Providing an appropriate representative to attend USD(I) quarterly MIP execution reviews with the DUSN(P) and Service MIP component manager representatives.

c. Communicating DON Budget Office concerns about MIP projects to DUSN(P), so as to enable the completion of appropriate action with OSD during the course of the PPBE cycle.

d. Reviewing quarterly MIP project execution information provided by the Service resource sponsors prior to its submission to OSD.

e. Ensuring that MIP program changes implemented during the DON budget process are coordinated with DUSN(P) for review and approval and briefed as necessary.

6. BSOs are assigned responsibility for:

a. Execution of DON MIP including program and/or project status, project strategies and associated program and budget funding profiles, and coordination with the acquisition community to ensure strategies and milestones are appropriate. Respond to the Service resource sponsor and the DON Budget Office for execution concerns.

b. Formulation of justification material to support budget estimates.

c. Requesting clearance and approval from the MIP component manager for reprogramming actions in excess of established thresholds.

d. Attaching an impact statement, as required, for any reprogramming action submitted by the Service MIP component manager.

e. Preparing MIP monthly project execution information for review by Service MIP component managers, and, when appropriate, providing a representative to attend DUSN(P) and USD(I) execution reviews.