



DEPARTMENT OF THE NAVY  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
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OPNAVINST 5000.39C  
N133  
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OPNAV INSTRUCTION 5000.39C

From: Chief of Naval Operations

Subj: CHANGE OR EXCHANGE OF COMMAND OF NUCLEAR POWERED SHIPS

Ref: (a) U.S. Navy Regulations, 1990  
(b) E.O. 12344  
(c) COMSUBFORINST 5400.34A

Encl: (1) Engineering Department Change of Command Inspection  
List

1. Purpose. To establish the requirement that a description of all significant deficiencies related to the propulsion plants of naval nuclear powered ships be included in the report of all changes or exchanges of command of these ships. This instruction is being reissued with a new date, updated version and signature authority to meet the Chief of Naval Operation's age requirement for Office of the Chief of Naval Operations instructions.

2. Cancellation. OPNAVINST 5000.39B.

3. Background. Reference (a), article 0807 requires that upon occasion of a change of command, an inspection and report of the condition of the command must be made to the immediate superior in command, with copies to the chain of command. Reports containing unsatisfactory or adverse conditions must be submitted to the Chief of Naval Operations, via the chain of command, with a copy sent directly to the fleet commander concerned. Reference (b) assigns the responsibility for research, development, technical assistance, and all aspects of reactor safety related to naval nuclear propulsion plants to the Director, Naval Nuclear Propulsion Program (N00N).

4. Discussion. In recognition of the special procedures required to ensure the health and safety of the crews and of the general public, it is necessary that all deficiencies associated with naval nuclear propulsion plants be identified and corrected in a timely and responsible manner. Accordingly, it is

appropriate that the report submitted, incident to a change or exchange of command of these ships, must include a detailed listing of all significant deficiencies which exist in the propulsion plant at the time of the change or exchange of command. Copies of this report are required by the N00N, in order to support that command's responsibilities in connection with the safety of naval nuclear propulsion plants. This requirement, to include a listing of significant propulsion plant deficiencies, applies only to naval nuclear powered ships and does not supersede or replace other requirements of reference (a), article 0807 or other reports which may be required to change or exchange of command.

5. Action. A list of significant deficiencies found to exist in the propulsion plants of nuclear powered ships must be included in the report of all changes or exchanges of command of these ships. The following requirements are established to provide instructions for the preparation and submission of this report.

a. A comprehensive and complete material and administrative inspection of the engineering department and spaces must be conducted during the turnover period prior to the official change of command.

(1) This inspection must encompass, whenever possible, observations of the propulsion plant in both operating and shutdown conditions.

(2) An official and detailed listing must be compiled during this inspection which must include all material defects, administrative deficiencies, personnel readiness or training limitations, matters of cleanliness and preservation, and status of major unaccomplished repairs, maintenance, and alterations applicable to the propulsion plant.

(3) Enclosure (1) provides a minimum listing of specific items to be inspected. For change of submarine commands, the requirements of reference (c) apply and the commanding officer relief check list must be performed concurrently.

b. The commanding officer being relieved must ensure the inspection is accomplished and the list of deficiencies is prepared.

(1) The relieving commanding officer must participate in the inspection of the engineering department to the degree necessary to assure accuracy and completeness of the list of items developed from the inspection.

(2) The relieving commanding officer must be required and permitted to contribute such additional matters as considered warranted from independent observations.

c. The commanding officer being relieved must develop a list of significant deficiencies from the inspection and must include the list in the report of relief.

(1) By endorsement to the report of change of command, the relieving commanding officer must accept the list of significant deficiencies as being complete and definitive or must comment on or add such additional items as considered warranted.

(2) The commanding officer's signature to the report must be certification that the engineering department conditions are satisfactory except as noted.

(3) Copies of such reports must be forwarded to N00N in addition to other required distribution.

6. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per Secretary of the Navy Manual 5210.1 of January 2012.

7. Forms and Reports. The reporting requirements contained within this instruction are exempt from reports control per Secretary of the Navy Manual 5214.1 subparagraph 7e.



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ENGINEERING DEPARTMENT CHANGE OF COMMAND INSPECTION LIST

1. General. All abnormalities, unsatisfactory conditions, or deficiencies noted during the inspection of the items listed in paragraphs 2 through 4 must be listed. Separately, any significant deficiencies must be included in the change of command report submitted to N00N. If any deficiencies identified are of such a nature as to be considered by the relieving commanding officer or any superior as an unsatisfactory condition, the change of command report must be submitted via the chain of command as prescribed in reference (a), article 0807.

2. Administration

a. Preventative Maintenance Program

(1) Review records to determine if they follow current instructions.

(2) Review preventative maintenance items. List any that are overdue.

b. Publications

(1) Inventory technical manuals to determine that required reference material is on board and that changes are up-to-date and properly entered.

(2) Check all volumes of the reactor plant manual for conditions and entry of latest changes.

c. Logs

(1) Review the engineering log.

(2) Review primary and secondary chemistry logs, graphs, records, and reports.

(3) Conduct an inventory and audit of radioactive and fissionable material receipt and transfer. Review all records associated with radioactive discharge or transfer of radioactive material.

(4) Review the propulsion plant status file and the equipment status log.

d. Inspection Documents

(1) Review applicable portions of the most recent operational reactor safeguards examination report and the status of corrective action.

(2) Review latest Board of Inspection and Survey (INSURV) board of inspection report. Summarize status of corrective actions required.

(3) Review applicable portions of the most recent command inspection report and status of corrective action.

e. Audit. Conduct an audit of all current tagout documents.

f. (\*) Engineering Department Organization Manual. Review the engineering department organization manual and note and list any deviation from, or lack of compliance with, the Engineering Department Manual for Naval Nuclear Propulsion Plants (NAVSHIPS 0989-019-2000) or other directives of higher authority.

g. (\*) Radiation Health Program. Review radiation health program including results of latest audit.

h. (\*) Nuclear Incident. Review nuclear incident and incident documentation and procedures.

3. Personnel

a. (\*) Complement

(1) Compare assigned personnel, by rate and Navy enlisted classification code, against ship's authorized allowance.

(2) Review personnel receipts and transfers pending, tour completion dates, allowance change requests, and related matters.

b. (\*) Qualification

(1) Review qualification records and note any discrepancies. Compare level of individual qualifications achieved with rate and time on board. List any personnel delinquent in qualification.

(2) Review total numbers of personnel qualified for each watch section to determine ability to satisfactorily man a three-section underway and in port watch.

(3) Review biennial requalification program and status of periodic watch requalification of personnel assigned. List any personnel overdue for requalification.

(4) Review officer progress in submarine or surface warfare qualification, engineering officer of the watch qualification, and prospective nuclear engineer officer qualification. Review command's annual planning letter to the Bureau of Naval Personnel. Note and list any discrepancies.

(5) Review status of qualification of welders and engineering laboratory technicians.

c. (\*) Training

(1) Observe propulsion plant operators' proficiency while conducting actual plant operations. Observe each watch section conduct a representative number of propulsion plant evolutions and drills.

(2) Review training records for adequacy and thoroughness.

(3) Review the long range training program.

(4) Review the status of training course graduates as required by directives of higher authority.

4. Material

a. Identify all components or equipment that are in an out-of-commission or reduced operational status. Review planned corrective action.

b. Review outstanding repair and or work lists.

c. Conduct an inspection of fluid systems paying particular attention to:

(1) Insulation - inspect for damaged, missing or wet insulation.

(2) Hangers - verify that installed hangers are properly connected, resilient mounts are not sound shorted, and there are no missing clamps or fasteners.

(3) Piping and components (including foundations) - inspect for damage, corrosion, leaks, and the presence of required locking devices. Check to determine that freedom of motion for component or foundation sliding feet is not restricted.

(4) Valves - inspect for items such as:

(a) Missing or damaged valve caps, valve cap vent plugs, o-rings, hand wheels, and locking devices.

(b) Permanent identification by system valve number and proper color coding of hand wheels.

(c) Location and proper storage of tools required for operating valves.

(5) Sound shorts - inspect resilient mounted components for sound shorts caused by improper stowage, unauthorized attachments, improper preservation of mounts, improper installation of ground straps, or similar deficiencies. Verify that solidly mounted piping or equipment is not improperly in contact with sound isolated machinery.

(6) Cleanliness - inspect for the presence of clogged drain funnels or bilge suction, salt deposits or verdigris on components, and opaque gauge glasses.

d. Conduct an inspection of electrical panels, paying particular attention to:

(1) Cleanliness - inspect for presence of foreign material or adrift hardware.

(2) Name plates and markers - inspect for illegible, missing, broken, and painted over nameplates.

(3) Miscellaneous - inspect for broken switches, inoperative or uncalibrated meters, missing fuses, and unauthorized attachments to panels.

e. Conduct a below-decks inspection, paying particular attention to stowage, cleanliness, and absence of unauthorized alterations.

f. Inspect preservation, particularly of foundations and bilges.

g. Review status of equipage and spare parts and note any shortages.

#### Notes

1. Asterisks (\*) indicate those items not applicable to ballistic-missile submarine, nuclear propulsion (SSBN) and guided-missile submarine, nuclear propulsion (SSGN) crew exchange.

2. For ships organized with separate engineering and reactor departments, inspection requirements listed in this enclosure for the engineering department must similarly apply to the reactor department.