



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

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OPNAVNOTE 5420
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OPNAV NOTICE 5420

From: Chief of Naval Operations

Subj: ESTABLISHMENT OF OFFICE OF THE CHIEF OF NAVAL OPERATIONS
DEFENSE REFORM OPERATIONAL PLANNING TEAM

Ref: (a) National Defense Authorization Act for Fiscal Year
2016

1. Purpose. To issue governance and procedures for the Office of the Chief of Naval Operations (OPNAV) Defense Reform Operational Planning Team (OPT) tasked with coordinating and aligning efforts in response to reference (a) and expected 2015-2016 House and Senate Armed Services Committees' defense reform initiatives.

2. Background. Reference (a) tasks the Secretary of Defense with actions related to several defense reform initiatives in areas such as acquisition, military retirement, personnel, and headquarters and management. Additionally, over the next year, the House and Senate Armed Services Committees will pursue initiatives aimed at defense reform including updating the 1986 Goldwater-Nichols Act. The Chief of Naval Operations directed establishment of a temporary organization within the Navy staff to support his feedback to the Secretary of the Navy and the Chairman of the Joint Chiefs of Staff related to these defense reform initiatives.

3. Organization. The OPT will be led by OPNAV Director, Capability Assessment Group (N00X) with collateral-duty military pay grade O6 or civilian General Schedule (GS)-15 support as described in subparagraphs 3a through 3d.

a. OPNAV (N00X) will report to the Chief of Naval Operations for 2015-2016 House Armed Services Committee (HASC) and Senate Armed Services Committee (SASC) defense reform efforts and reference (a) provisions. Specific responsibilities are included in subparagraphs 3a(1) and 3a(2).

(1) Serve as the Chief of Naval Operations' key advisor for Navy defense reform efforts.

(2) When directed, serve as the Chief of Naval Operations' representative at Secretary of Defense and Chairman of the Joint Chiefs of Staff defense reform forums.

b. The OPNAV Director, Assessment (N81) Strategy Branch (N819) will lead the OPT and support OPNAV (N00X) in completion of assigned duties. The OPNAV (N819) branch head will represent Navy at military pay grade O6 or civilian equivalent coordination meetings, as required. Mission and responsibilities of the OPT are described in paragraph 4.

c. Deputy Chiefs of Naval Operations will identify a military pay grade O6 or GS-15 subject matter expert (SME) to represent their equities and support OPT working group(s), as required. To facilitate coordination and information sharing, Office of Legislative Affairs, Navy Appropriations Matters Office, and Chief of Information will be invited to identify SMEs and attend working group events. OPNAV (N00X) will contact other Navy stakeholders for coordination as required.

d. The OPT will use existing processes to ensure alignment with Navy's planning and programming efforts.

4. Mission and Functions of the OPNAV Defense Reform OPT. The OPT is responsible for supervising, coordinating, supporting, and administering all Navy defense reform efforts. Specific responsibilities and functions are cited in subparagraphs 4a through 4g.

a. Support integration of strategies, concepts, and current and future operational environments with investment, support and manpower plans, including facilitation of senior officer discussion of factors behind this integration.

b. Establish Navy defense reform priorities.

c. Establish Navy defense reform OPT work plans, objectives, actions and milestones.

d. Develop Navy defense reform communication plans and products. Coordinate with the Navy staff to align external

communications that describe how Navy capabilities, plans, and programs implement Department of Defense and Navy strategy.

e. Document and publish defense reform decision forum meeting minutes.

f. Document reference (a) and 2015-1016 HASC and SASC defense reform outcomes, capture and distribute lessons learned, and archive historical documents to support future Quadrennial Defense Review and other defense review efforts.

g. Facilitate 3-star syncs and Chief of Naval Operations executive decision forum.

5. Action. Within 30 days of the date of this notice, OPNAV (N00X) must:

a. Provide an information briefing on the Department of Defense implementation plans for reference (a) defense reform efforts, and OPNAV's alignment to support these efforts.

b. Identify reference (a) defense reform efforts and impacts to Navy.

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

7. Cancellation Contingency. This notice is in effect for 1 year or until it is superseded, whichever occurs first.



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Director, Navy Staff

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