



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, D.C. 20350-2000

OPNAVINST 5450.336C
N1
14 May 2012

OPNAV INSTRUCTION 5450.336C

From: Chief of Naval Operations

Subj: MISSION, FUNCTIONS, AND TASKS OF THE NAVAL EDUCATION AND TRAINING COMMAND

Encl: (1) Functions and Tasks of Naval Education and Training Command (NETC)

1. Purpose. To publish the functions and tasks of Naval Education and Training Command (NETC) under the mission established by Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education) DCNO (MPTE) (N1).
2. Cancellation. OPNAVINST 5450.336B.
3. Mission. To educate and train those who serve, providing the tools and opportunities which enable life-long learning, professional and personal growth and development, ensuring fleet readiness and mission accomplishment; and to perform such other functions and tasks assigned by higher authority. Additionally, serve as sole claimant for individual training and education, and as the principal advisor to the Chief of Naval Operations (CNO) and Commander, U.S. Fleet Forces Command (COMUSFLTFORCOM) on training and education related matters.
4. Status and Command Relationships. NETC is a shore activity in an active (fully operational) status.

a. Echelon Chain of Command

1	CNO
2	NETC


b. NETC is a designated management headquarters activity and carries out its mission through a headquarters staff, Naval Service Training Command (NSTC) and other shore activities as assigned.

5. Authority Over Organizational Matters. NETC is authorized to organize, assign, and reassign responsibilities among its

subordinate activities. This includes the establishment and disestablishment of such component organizations as may be necessary, per procedures established by higher authority.

6. Action. Commander, NETC shall carry out the functions prescribed in enclosure (1) and advise DCNO (MPTE) (N1) regarding changes to this instruction.

7. Records Management. Records created as a result of this instruction, regardless of format and media, shall be managed per SECNAV M-5210.1 of January 2012.



J. M. BIRD
Vice Admiral, U.S. Navy
Director, Navy Staff

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**FUNCTIONS AND TASKS OF
NAVAL EDUCATION AND TRAINING COMMAND (NETC)**

Functions

1. Review Navy Training System Plans and Joint Capabilities Integration and Development System acquisition documents on behalf of DCNO (MPTE) (N1).
2. Review and approve training curricula and material provided by training support agents. Identify and provide DCNO (MPTE) (N1) with training requirement shortfalls that impair the ability to fully support training for new system acquisition and ongoing training programs for which NETC is the designated training agent.
3. Analyze, design, develop, and evaluate instructional programs and support materials.
4. Develop models that measure and analyze training effectiveness on human performance, to help DCNO (MPTE) (N1) perform its role in resource sponsorship and training assessment.
5. Inform DCNO (MPTE) (N1) on significant issues related to Navy education and training programs.
6. Perform DCNO (MPTE) (N1) business information technology (IT) and information management (IM) governance for MPTE workforce development training and support activity systems and applications that support Navy training.
7. Manage, develop guidance, and perform planning and analysis for effective student management. Conduct Navy enlisted supply chain planning and execution analysis, ensuring efficient and effective student production.
8. Implement DCNO (MPTE) (N1) policies, procedures, and processes to provide education and training for Department of Defense (DoD) and non-DoD civilians, and foreign service personnel.
9. Participate in reviews of training and education resource requirements with DCNO (MPTE) (N1); Headquarters, U.S. Marine Corps; fleet commanders; Bureau of Naval Personnel; Navy systems commands; Navy Reserve Force; and other agencies and activities.

10. Participate in planning and developing education and training programs for foreign nationals under the Security Assistance Training Program (SATP). Develop and maintain a course costing system that calculates tuition pricing for foreign students in existing and tailored courses. Administer Department of the Navy education and training programs for international military students sponsored under SATP.
11. Ensure that the quality of education and training programs meets fleet needs. Use feedback and analysis systems, evaluations, studies, and other appropriate methods, including liaison with COMUSFLTFORCOM for fleet training requirements.
12. Exercise second echelon control and oversight over management support programs and functional areas of subordinate organizations. These include, but are not limited to: manpower and manning, inspections, evaluations, and investigations; legal issues; public affairs; logistics; training readiness and infrastructure; management efficiency programs; organization guidance and structure; strategic planning; IT and IM governance; civilian and military personnel programs; equal employment and equal opportunity; safety and occupational health and training safety (staff and students); security, anti-terrorism, and force protection.
13. Manage officer and enlisted career and personal development education and training programs.
14. Manage the officer and enlisted accession training and officer candidate preparatory programs assigned.
15. Manage the Naval Reserve Officers Training Corps (NROTC) program, evaluating and coordinating all aspects of NROTC professional development and student selection, placement, and administration.
16. Manage the Naval Junior Reserve Officers Training Corps (NJROTC) program, evaluating and coordinating all aspects of NJROTC educational development and student administration.
17. Administer the Navy's Voluntary Education Program.

18. Administer the Navy's Enlisted Advancement System. Develop advancement and special examinations as directed by DCNO (MPTE) (N1). Develop and administer non-resident career courses and correspondence courses throughout the Navy.

19. Develop DCNO (MPTE) (N1) approved personnel qualification standards (PQS) as an element of the overall unit training program to qualify officer and enlisted personnel to perform their assigned duties. Incorporate elements of PQS into formal training courses as appropriate.

20. Participate with other services to develop policies and procedures for inter-service training and education. Conduct mutually-approved inter-service training and education. Manage inter-service student and course training data.

21. Draft any NETC-unique contract provisions related to delivering training systems and curriculum. Provide these provisions to training support agents who negotiate and administer NETC's contracts.

22. Execute the Navy's responsibilities for the Defense Activity for Non-Traditional Education support by providing logistics, administration, and fiscal services.