



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

OPNAVINST 5450.353 CH-1  
N2N6  
16 Aug 2016

OPNAV INSTRUCTION 5450.353 CHANGE TRANSMITTAL 1

From: Chief of Naval Operations

Subj: NAVAL INTELLIGENCE ACTIVITY ORGANIZATION, MISSION,  
FUNCTIONS, AND TASKS

Encl: (1) Revised Page 2

1. Purpose. To correct the verbiage in the Naval Intelligence Activity (NIA) organization, mission, functions and tasks instruction that states, "Head of NIA is the immediate superior in command of the Office of Naval Intelligence (ONI), an echelon 3 command." The use of "command" indicates specific authorities the head of NIA does not have. The head of NIA's role over ONI is to be in charge and responsible as an echelon 2 command.

2. Action. Remove page 2 of the basic instruction and insert enclosure (1) of this change transmittal to change the verbiage from, "Head of NIA is the immediate superior in command of the Office of Naval Intelligence (ONI), an echelon 3 command." to "Head of NIA is the immediate superior in charge of the Office of Naval Intelligence (ONI), an echelon 3 command."

A handwritten signature in black ink, appearing to read "R. L. Thomas".

R. L. THOMAS  
Director, Navy Staff

Releasability and distribution:

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Ref: (a) 10 U.S.C. §503  
(b) 50 U.S.C. §44  
(c) E.O. 12333  
(d) U.S. Navy Regulations, 1990  
(e) OPNAVINST 5430.48E  
(f) SECNAVINST 5430.57G  
(g) SECNAVINST 5510.30B  
(h) SECNAVINST 5510.37  
(i) SECNAVINST 12250.6A  
(j) DoD Directive 1020.02E of 8 June 2015  
(k) SECNAVINST 5354.2  
(l) SECNAVINST 5800.13A  
(m) SECNAVINST 5300.26D

Encl: (1) NIA Organization Char  
(2) NIA Functions and Tasks  
(3) Organizational Positions

1. Purpose. To publish the organization, mission, functions, and tasks of the Naval Intelligence Activity (NIA) per references (a) through (m) and in conjunction with enclosures (1) through (3).

2. Cancelation. NIAINST 5400.1.

3. Mission. Under the authority of the Director of Naval Intelligence (DNI), NIA must oversee and managing intelligence and intelligence-related activities; ensure the naval intelligence enterprise meets Department of the Navy (DON), Department of Defense (DoD), and national intelligence requirements; and perform such other functions and tasks as may be assigned by higher authority.

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4. Status and Command Relationships. Under the authority, direction, and control of the DNI, per references (a) through (d), NIA provides oversight of intelligence programs and intelligence activities within the Navy and ensures compliance with all laws, regulations, and guidance. NIA is responsible for synchronizing intelligence activities across the naval intelligence enterprise with other elements of the national intelligence community (IC). NIA is an echelon 2 organization in support of DNI. Deputy, Director of Naval Intelligence is head of NIA with authority and responsibilities as delegated by DNI per reference (e). Head of NIA is the immediate superior in charge of the Office of Naval Intelligence (ONI), an echelon 3 command.

5. Action. All personnel within the naval IC must familiarize themselves with this instruction. All updates must be submitted to NIA.

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

/s/

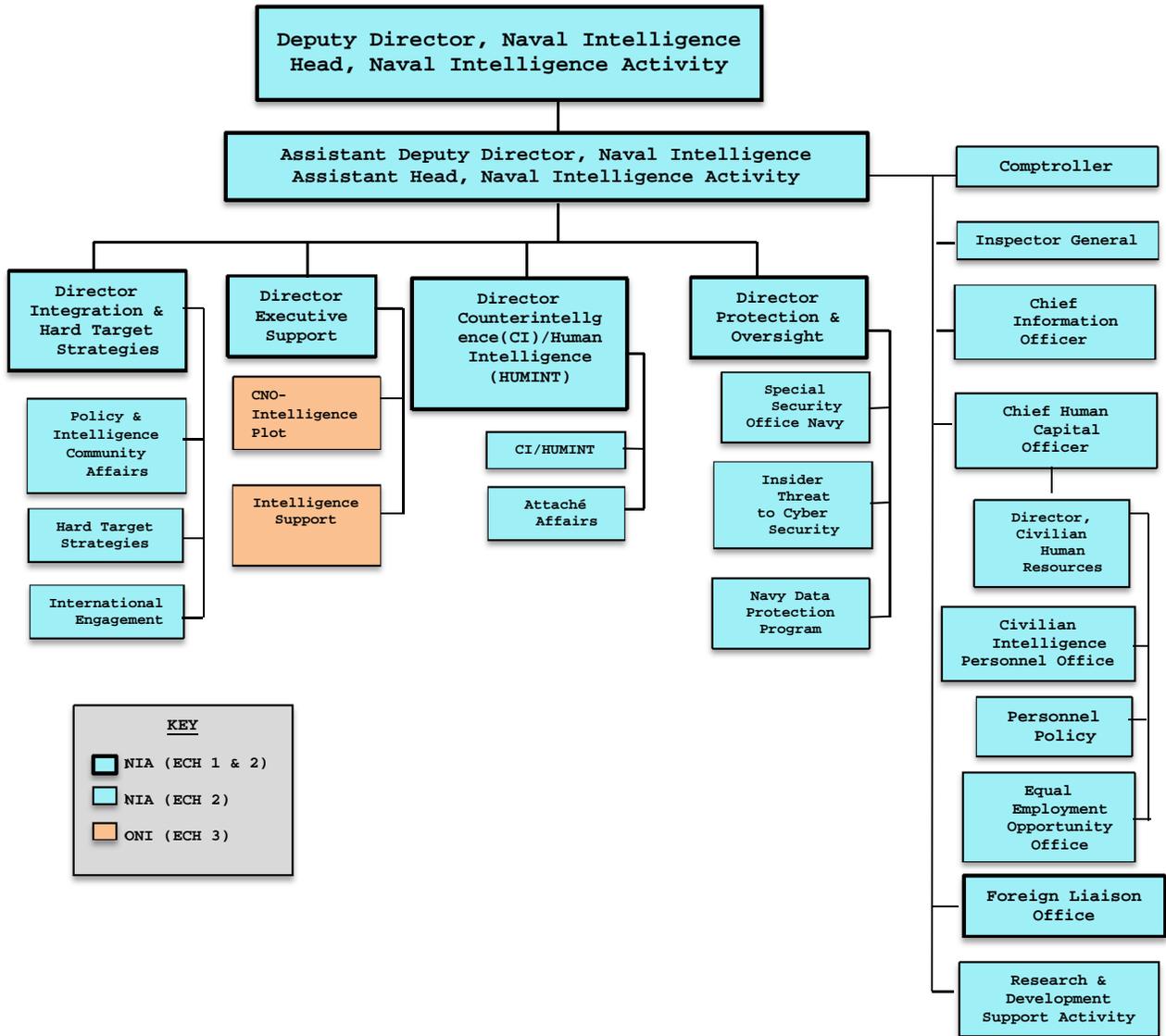
R. L. THOMAS

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NIA ORGANIZATION CHART



NIA FUNCTIONS AND TASKS

1. Functions. At the direction of, and under the authority of, the DNI, perform the tasks outlined in subparagraphs 1a through 1p.

a. Establish strategy, policy, and guidance for the naval intelligence enterprise.

b. Develop, coordinate, and advance Navy strategies, plans, and policies for naval intelligence and intelligence-related activities to assure Navy intelligence accessibility and relevance.

c. Exercise centralized authority and responsibility for prioritizing, planning, resourcing, and synchronizing intelligence activities. Serve as Budget Submitting Office 15 (BSO 15).

d. Exercise full oversight of intelligence and intelligence-related programs and activities and their administration across the Navy. Advise DON leadership on sensitive activities.

e. Advise the DNI, as the Service military intelligence program (MIP) component manager and as Navy's National Intelligence Program (NIP) resource sponsor, on matters related to MIP or NIP funding for Navy's intelligence requirements. Ensure MIP and NIP funding is properly executed and reprogrammed, as needed, to meet naval intelligence priorities.

f. Determine priorities and the resources, requirements, plans, policies, and programs for Navy all-source analysis, technical collection, measurement and signature intelligence, CI, HUMINT, signals intelligence, geospatial intelligence, open source intelligence, and foreign materiel acquisition.

g. Establish policy for and oversee HUMINT activities, programs, and operations.

h. Determine the requirements and resources for information technologies that support intelligence production capabilities. Determine resources, requirements, plans, policies, and programs for Navy insider threat to cyber security activities.

i. Serve as the Navy's central liaison for coordination with the Office of the Secretary of Defense, other Services, joint offices, the Office of the Director of National Intelligence (ODNI), and national agencies on Navy's intelligence requirements, capabilities, and resources. Coordinate and integrate the full range of Navy intelligence capabilities with other intelligence disciplines in DoD and in the IC.

j. Coordinate the process to develop and prioritize Navy's strategic and operational intelligence requirements. Serve as the authority for validation of intelligence assessments of foreign threat, doctrine, strategy, policy, and foreign technical developments and capabilities that inform and influence DON policy formulation, weapon development, and acquisition processes.

k. Manage and oversee Navy's foreign intelligence relationships.

l. Manage the screening, selection, and administrative processing of naval officers and noncommissioned officers for duty with the defense attaché system (DAS).

m. Provide support for foreign naval attachés assigned to postings in the United States.

n. Oversee the management of Navy intelligence manpower authorizations, and coordinate manpower programming, reprogramming, and the manpower requirements process.

o. Oversee, review, and assess total force Navy intelligence training to include all training and education leading to ratings, certifications, designations, and licenses. Serve as the liaison between Navy intelligence and DoD agencies for matters related to training, certification, and accreditation of training and education programs. Provide guidance on intelligence training issues to Navy Information Dominance Force type commander.

p. Implement Defense Civilian Intelligence Personnel System and other relevant human resource policies to facilitate the recruitment, accession, retention, and management of a diversified, skilled, and professional intelligence total force.

ORGANIZATIONAL POSITIONS

1. Head of NIA. Under authority of the DNI, perform day-to-day management and oversight of all functions and activities listed in this instruction.

a. Act as the DON functional manager for intelligence, and synchronize naval intelligence with other elements of the national and defense IC.

b. Oversee the coordination and implementation of DON, DoD, and national intelligence policies for the naval intelligence enterprise.

c. Advise and assist the DNI, the principal intelligence officer in the Navy. Serve as the spokesperson for the DNI on the Navy's intelligence issues and programs.

d. In the absence of DNI, serve as the designated Navy representative on IC boards, panels, and committees for intelligence and related activities.

2. Assistant Head, NIA. Assist Head of NIA in managing and overseeing all functions and activities listed in this instruction, to include subparagraphs 1(a) through 1(d) of this enclosure, and for other duties as assigned. In the absence of Head of NIA, Assistant Head of NIA assumes the roles, authority, and responsibilities of the Head of NIA.

3. Financial Management and Comptroller. Serve as the NIA chief financial executive and fulfill the duties and responsibilities set forth in reference (f). Oversee all financial planning, financial controls, and other fiduciary aspects of NIA, ONI, and subordinated commands. Exercise responsibility for programming, budgeting, execution oversight, and accounting. Oversee and manage the portions of the NIP and MIP allocated to BSO 15. Serve as the action office for funding in support of BSO 15.

4. Inspector General. Provide comprehensive oversight of the naval intelligence enterprise. Establish and manage oversight programs that include inspecting, investigating, and inquiring into matters of enterprise interest, per reference (g). Identify and provide recommendations to eliminate fraud, waste,

abuse and mismanagement. Conduct inspections, evaluations, and investigations. Provide intelligence oversight of the enterprise and external oversight liaison. Review and monitor intelligence support to law enforcement to ensure compliance with DON and DoD regulations.

5. Director, Executive Support. Provide current and long-term executive-level intelligence assessments to the Secretary of the Navy; the Chief of Naval Operations (CNO); and Director, Navy Staff regarding global strategic issues, foreign political-military intentions, foreign operational forces and maritime capabilities, and scientific and technical capabilities and developments. Highlight emerging issues or changes in adversary military strategy, doctrine, policy, operations, tactics, and technologies as well as their potential impact on current or future Navy acquisition programs. Manage ONI CNO-Intelligence Plot and ONI Executive Intelligence Support Office and represent naval intelligence at DoD and national level analytic forums. Perform indications and warning watch functions. Provide liaison capability between Joint Staff, ONI, and national agencies in the National Military Joint Intelligence Operations Center on global intelligence issues.

6. Director, Protection and Oversight. Provide advice and assistance for the management of sensitive compartmented programs, Navy Insider Threat to Cyber Security Program, and the Navy Industrial Base Data Protection Program. Serve as the Navy lead for planning, policy, and programs for the protection of Navy critical but unclassified data that resides on or passes through Navy contractor, vendor, and research and development systems and networks. Directly oversees the special security office for the Navy and manages worldwide regional cognizant security authority operations, Navy IC sensitive compartmented information (SCI) facility accreditation authority, physical security, industrial and personnel security, and SCI programs, per reference (h). Advise on policies and procedures related to intelligence and information security, personnel security, security education and awareness, and physical security per applicable DON, DoD, and IC regulations, directives, and standards. Manage and oversee the special access programs policy and annual reporting requirements within Deputy Chief of Naval Operation for Information Dominance (CNO (N2/N6)). Provide direction and advice on SCI access eligibility determinations issued under the delegated authority of the

Deputy Chief of Naval Operations to the DoD central adjudication facility. Coordinate and manage the CI, information assurance (IA), anomaly detection, personnel security, and continuous evaluation mission areas of Navy Insider Threat Program per reference (i). Serve as the Navy lead for the development and implementation of plans, policies, and programs designed to protect critical, sensitive but unclassified information.

7. Naval Intelligence Civilian Human Capital Officer. Assess workforce planning and design and implement strategic human capital plans for naval intelligence civilian personnel. Analyze human capital management initiatives and recommend policies, procedures, and guidelines for cost-effective human capital programs. Advise and assist human capital staff across the DON and coordinate human capital programs and initiatives with the ODNI and across the IC. Manage and execute strategic workforce planning programs and develop supporting personnel policies. Develop programs that support and advance diversity in the workforce. Monitor and manage the implementation of the Defense Civilian Intelligence Personnel System for DON. Manage and direct the Navy Civilian Intelligence Personnel Office and ensure effective and efficient personnel management of all Navy civilian personnel. Provide guidance and direction to command-level directors of civilian human resources, per reference (j), to serve as the principal human resources advisors and technical authorities within commands on civilian human resources issues.

8. Equal Employment Opportunity Officer (EEOO). Advise on all matters pertaining to management of the activity's equal employment opportunity (EEO) program per references (j) through (n). The EEOO must have unfettered access to Head of NIA for all EEO program matters. Administer activity EEO programs and assess implementation of policies and programs, and initiate improvements as needed. Develop and maintain required reports and metrics. Provide advice, guidance, and training to subordinate activities and officials. Collaborate in the activity human capital and strategic workforce planning processes. Develop and implement programs to promote diversity by identifying and eliminating barriers and practices that impede EEO for all employees and applicants for employment, including sexual and non-sexual harassment in the workforce, as well as architectural, transportation, and other barriers affecting people with disabilities.

9. Director, CI and HUMINT. Serve as the principal advisor for CI and HUMINT planning, policy, programs, and operations. Coordinate collection requirements with the IC and the monitoring of CI and HUMINT activities to ensure they are integrated with other DON intelligence efforts and consistent with Navy objectives. Execute oversight responsibilities; ensure Navy HUMINT activities and related intelligence actions are conducted and reported per U.S. law, and DoD and IC policies and directives. Manage the screening, selection, and administrative processing of naval officers and noncommissioned officers for duty with the DAS. Represent Navy on various Service, DoD, and IC HUMINT committees, groups, boards, and working groups to develop coordinated strategies, act as a resource advocate, and represent Navy interests.

10. Director, Integration and Hard Target Strategies. Advise and assist Head of NIA and DNI in developing and implementing policies, practices, and procedures that foster greater integration of the full spectrum of IC capabilities with naval intelligence. Ensure fleet intelligence issues and requirements are properly represented in Navy and IC planning, programming, budgeting, and execution policies and processes. Coordinate with ODNI staff, Joint Staff, the Under Secretary of Defense for Intelligence, and other members of the IC on Navy requirements for future national intelligence architectures. Oversee strategic direction and policy for Navy's foreign intelligence relationships. Identify hard target priorities and oversee the development of strategies to meet those priorities.

11. Research and Development Support Activity. Advise the DNI on how best to capitalize on the combined research and development strengths of the DON and IC in support of naval intelligence activities and operations.

12. Foreign Liaison. Represent Head of NIA in liaison with foreign counterpart officials. Serve as the principal point of contact and provide administrative support for foreign naval attachés diplomatically accredited to the DON.

13. Chief Information Officer (CIO). Ensure timely, effective, and transparent mission-driven information services across the naval intelligence enterprise. Serve as the principal advisor to Head of NIA on knowledge management and information and intellectual assets. Execute IA practices that protect and

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defend information technology assets. Develop naval intelligence IA strategic vision for SCI activities. Oversee and validate Federal Information Security Management Act reporting. Execute designated CIO accreditation authorities and appropriate risk management. Navy echelon 2 CIOs report to the DON Deputy CIO for tactical matters and to their commanding officer for administrative matters, per reference (k).